

TERMS OF REFERENCE

- A. Job Title:** Up to four (4) National Consultants to provide written translation services into Russian and English
- B. Duty Station:** Chisinau, Republic of Moldova
- C. Project reference:** Supporting National Human Rights Institutions as per International Treaty Bodies and UPR Recommendations
- D. Contract type:** Individual Contract (IC)
- E. Duration of assignment:** May 2015 – September 2016 (approximately 800-900 pages per consultant)

F. Background:

The Republic of Moldova is a State-Party to the majority UN and CoE human rights treaties. The *National Human Rights Action Plan for 2011-2014*¹ contains commitments to protect and advance specific human rights taking into account the recommendations of the UN treaty bodies and a number of UPR recommendations. Related priorities and commitments are established under the *UN-Moldova Partnership Framework (UNPF) 2013-2017*.² Reform of the National Human Rights Institutions is prioritized at the highest level of government. The Equality Council and Ombudsperson Office are the two major national human rights institutions in the Republic of Moldova (RM) working specifically on the issues of equality, non-discrimination and human rights protection and promotion.

In May 2012, the Parliament of the RM passed the Law on Ensuring Equality,³ which is intended to cover all grounds for discrimination in line with the international commitments of the Republic of Moldova. The law provides for the establishment of the Council on the Prevention and Elimination of Discrimination and Ensuring Equality (Equality Council),⁴ which is a collegial body established to ensure protection against discrimination and ensure equality of all persons who consider themselves to be victims of discrimination and tasked with the revision of the individual complaints and delivering decisions on them. The Council is in need of institutional strengthening as well as improved accessibility of the public to its decisions and information.

In April 2014, the Parliament of the RM passed a new Law on the Peoples Advocate (Ombudsperson)⁵ and on 17 May 2014 started a public competition process for the selection of the

¹ <http://lex.justice.md/viewdoc.php?action=view&view=doc&id=339395&lang=1>

² http://www.un.md/news_room/pr/2012/undaf/United_Nations_Republic_of_Moldova_Partnership_Framework.pdf

³ <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=346943>

⁴ <http://egalitate.md/index.php?l=en>

⁵ Law on Peoples Advocate (Ombudsperson), passed on 03 April 2014, published on 09 May 2014:
<http://lex.justice.md/viewdoc.php?action=view&view=doc&id=352794&lang=1>

new Ombudspersons,⁶ however the new Ombudsperson and Ombudsperson on the Rights of the Child have not been appointed yet. As a result of a number of institutional weaknesses, the Centre remains insufficiently known among the public-at-large, and not sufficiently powerful to act as Moldova's premiere human rights institution.

The overall objective of the project *"Supporting National Human Rights Institutions as per International Treaty Bodies and UPR Recommendations"* is to contribute to the effective protection and promotion of human rights, equality and non-discrimination in the Republic of Moldova with particular attention to women, minorities, marginalised and vulnerable groups. The project is funded by the Norwegian Ministry of Foreign Affairs, co-funded and implemented by the UNDP Moldova and the Office of the UN High Commissioner for Human Rights (OHCHR), in cooperation with the Ombudsperson Institution and Equality Council.

G. Objective:

The main objective is to support effective case management within the Equality Council and Ombudsperson Office, including ensuring the decisions of the Equality Council and information about both institutions is accessible to the public, linguistic minorities and international community.

H. Scope of work and expected outputs:

The **scope of work** of the National Consultants will consist in provision of substantive support aimed at editing and translation of the Equality Council decisions and relevant information about the Equality Council and Ombudsperson Office from State language into Russian (Russian Language Translator) and from State language into English (English Language Translator) for further publishing on the institutions' respective web-sites.

In order to achieve the objective, the Russian Language Translator shall:

- Translate selected decisions as identified by the management of the Equality Council from State language into Russian and edit the translated decisions;
- Highlight and report the problems encountered during the translation of Equality Council decisions with the aim of identifying specific problematic areas in the text of decisions and suggesting improvements for the future;
- To compile a vocabulary of the terminology often used within the decisions of the Equality Council;
- Translate information from State language into Russian for the web-site as requested by the Equality Council and Ombudsperson Office.

In order to achieve the objective, the English Language Translator shall:

- Translate selected decisions as identified by the management of the Equality Council from State language into English and edit the translated decisions;
- Highlight and report the problems encountered during the translation of Equality Council decisions with the aim of identifying specific problematic areas in the text of decisions and suggesting improvements for the future;
- To compile a vocabulary of the terminology often used within the decisions of the Equality Council;
- Translate information from State language into English for the web-site as requested by the Equality Council and Ombudsperson Office.

⁶ <http://www.parlament.md/Actualitate/Comunicatedepresa/tabid/90/ContentId/1670/Page/2/language/ro-RO/Default.aspx>

I. Deliverables:

	Deliverable	Deadline
1.	Written translation of select leading decisions of the Equality Council from 2013-2014 into Russian/English completed	1 September 2015
2.	Vocabulary compiled	1 September 2015
3.	Vocabulary updated	Throughout the assignment
4.	Written translation of newly issued decisions of the Equality Council into Russian/English completed	Throughout the assignment
5.	Written translation of information for the Equality Council and Ombudsperson Office web-sites into Russian/English completed	Throughout the assignment
6.	Periodic time sheets/activity reports submitted	31 July 2015 30 October 2015 29 April 2016 31 August 2016

Deliverables can be amended or specified for the purpose of the assignment.

J. Organizational Setting:

This is a part-time consultancy. The National Consultants will be home-based and will work closely with the management and staff persons of the Equality Council as well as Ombudsperson Office. The National Consultants will work under the direct supervision of the UNDP Moldova Justice and Human Rights Programme Analyst, as well as in consultation with the OHCHR Human Rights Adviser to the UN Resident Coordinator in Moldova.

K. Inputs:

The Equality Council, Ombudsperson Office and the UNDP Moldova Justice and Human Rights Programme Analyst will provide the National Consultants with the necessary information and materials for the fulfilment of tasks, and will provide support in facilitation of the meetings where necessary.

L. Qualifications:

I. Academic Qualifications:

- Master's Degree or equivalent (5-year university education) in philology, law, international relations or other relevant field;

II. Years and sphere of experience:

- At least 3 years of progressively responsible experience providing written translation services related in the sphere of law, human rights, international relations or closely related field;

III. Competencies:

- Fluency in written Russian and proven work experience providing written translation services from State language into Russian (only for Russian Language Translator);
- Fluency in written English and proven work experience providing written translation services from State language into English (only for English Language Translator);

- Proven knowledge of Equality Council and Ombudsperson Office their work modalities and work would be an asset;
- Proven experience working with international organizations (successful experience in working with UN agencies) is an asset;
- Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Ukrainian or sign language is an asset;

IV. Personal qualities:

- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status;
- Responsibility;
- Punctuality;
- Attention to detail.

The UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.