

TERMS of REFERENCE

Job Title:	Team of (up to three) Consultants to undertake the study on human rights in psychiatric and psychoneurological institutions
Hiring Unit	UN Human Rights Office (Office of the UN High Commissioner for Human Rights)
Contract type:	Individual Contract (IC)
Duration of assignment:	September – December 2018, with estimated joint workload of up to 45 working days (up to 15 days for each consultant)
Starting date:	03 September 2018

BACKGROUND

The UN Human Rights Office (Office of the UN High Commissioner for Human Rights – OHCHR) is a United Nations structure with a unique mandate from the international community to promote and protect human rights universally towards full implementation of the 1948 Universal Declaration of Human Rights and all other international human rights standards.

UN Human Rights Office in Moldova assists the UN RC Office, UN Country Team in Moldova (UNCT), Government and civil society in strengthening human rights and human rights-based approach, working closely with the UN Country Team on capacity building and mainstreaming human rights in their work, as well as providing support in engagement with national actors on human rights, including advising national authorities upon request.

The Office's directions of activities for 2018-2019 are oriented towards: a) strengthening the rule of law and accountability for human rights violations; b) enhancing and protecting civic space and people's participations; c) increasing the engagement of victims of human rights violations with national and international human rights protections systems; d) enhancing equality and countering discrimination; e) integrating human rights into the sustainable development work done in Moldova; f) increasing implementation of the international human rights mechanisms' outcomes.

Within the activity direction related to the increase the implementation of the international human rights mechanisms, considering the recommendations issued for Republic of Moldova by UN treaty bodies, OHCHR is planning to undertake a study on human rights in psychoneurological and psychiatric institutions in Republic of Moldova.

The psychoneurological and psychiatric institutions in republic of Moldova have been the object of continuous monitoring activities. Starting with 2013, when the position of Ombudsman in psychiatry was established those institutions came into the view of human rights organizations. Still, despite the human rights monitoring activities implemented by various NGOs , there is no comprehensive human rights study on those institutions.

OHCHR presence in Moldova has undertaken independently several visits in 2016-2017 in the psychiatric and psychoneurological institutions. Those visits brought several critical aspects of human rights situation in those institutions, among which:

1. Social vulnerability of the beneficiaries of those institutions;
2. Discrimination of people living in those institutions:

3. Lack of human rights-based approach in the regulations ruling the activity of those institutions.

Considering that the activity priorities of OHCHR in the next strategic cycle continues to be the promotion of rights of persons with disabilities, the study will serve as a baseline for further activities on the deinstitutionalization and social protection of persons with psychosocial and intellectual disabilities.

SCOPE OF WORK, DUTIES AND RESPONSIBILITIES

Under these Terms of References the Team of Consultants to undertake the study on human rights in psychiatric and psychoneurological institutions will work under the close supervision of the National Human Rights Officer.

Besides the guidance of the national OHCHR staff, the consultants will be guided in their activity by the WHO Quality Rights Tool Kit Assessing and improving quality and human rights in mental health and social care facilities¹.

In line with the toolkit specified above, team of consultants will have as main tasks the following:

1. To establish the Advisory Board for the assessment of human rights in psychoneurological and psychiatric institutions.

The Advisory Board will consist of representatives of the Ministry of Health and Social Protection, medical and social workers, representatives of NGOs working in the field of rights of persons with psycho-social and intellectual disabilities as well as persons with psycho-social and intellectual disabilities themselves.

The Advisory Board will approve the assessment tools developed by the team consultants. It will advise the team throughout the research activity through getting involved in the monitoring visits and the interviews undertaken for the study. The Board will also take act on the findings of the Country wide assessment report on human rights in psychoneurological and psychiatric institutions.

2. To desk review against all human rights the documents regulating the activity of the institutions on both banks of Nistru river.

Before developing the assessment and interview tools, the consultants will undertake the desk review of the regulations on the activity of psychoneurological and psychiatric institutions. The aim of the desk review is to identify the institutional and regulatory loopholes in the field of rights of persons living in the institutions.

3. To develop and apply the interview tool for assessing the institutions.

The interview tools will be developed by the consultants based on the WHO Toolkit specified above. The toolkit will be further approved and applied by the Advisory board in collaboration with the team of consultants.

4. To undertake monitoring visits to at least 50% of the institutions (inclusively in at least two institutions from the left bank of Nistru river) to observe the conditions in the institutions and develop the post-visits reports assessing the observed facilities;
5. To draft the facility-based assessment reports;

¹ The Toolkit can be found in the attachment to the present ToR

6. To draft the country wide assessment report.

The expected deliverables, workload and indicative timeframe:

	DELIVERABLES	DUE DATE	WORKLOAD & INSTALLMENT
1.	Establishment the Advisory Board for the assessment of human rights in psychoneurological and psychiatric institutions	October 2018	5 days
2.	Desk review report on human rights-based approach in the documents regulating the activity of the institutions	October 2018	10 days
3.	To develop and apply the interview tool for assessing the institutions	November 2018	10 days
4.	To undertake monitoring visits to observe the conditions in the institutions and develop the post-visits reports assessing the observed facilities	10 December 2018	10 days
5.	To draft the facility-based assessment reports	10 December 2018	5 days
6.	To draft the country wide assessment report	10 December 2018	5 days

The application for the contest can be done by a team of consultants. In that case they will have to present the joint financial proposal with the tasks divided among them with the fee for each of the consultants and the lump sum to be paid for each.

In case the application comes from separate consultants, upon their selection, before starting the assignments the consultants will have to agree on the labor division. The remuneration will be done according to the requested fee by each of the consultants multiplied to the working days and the deliverable provided by each consultant.

The payments will be done in one instalment upon the accomplishment of the last deliverable. Two progress reports and time sheets on implementation of the above listed tasks from each consultant shall be submitted by 10 December 2018.

INSTITUTIONAL ARRANGEMENTS

The contractors will work in close cooperation with and will be directly supervised and evaluated by National Human Rights Officer.

FINANCIAL ARRANGEMENTS

The consultants will prepare a joint report indicating the tasks performed and shall be paid based on the number of deliverables actually worked.

They will also develop an individual report in describing the work done and deliverable provided by each of them.

The reports will be certified by OHCHR and will attest that the services relate to the Deliverables, as described in the Terms of Reference.

Competencies

- Proven commitment to the core values of the United Nations; in particular, is respectful of differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, sexual orientation, or other status;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Accepts responsibility and accountability for the quality of the outcome of his/her decisions.

Job knowledge/ in-depth knowledge of the subject-matter

- Knowledge of the human rights standards and of the institutional infrastructure related to psychiatric and psychoneurological institutions
- Knowledge of socio-medical standards in the field of people with psychosocial and intellectual disabilities.

Development and operational effectiveness

- Excellent communications and teamwork skills;
- Strong organizational skills;
- Strong creative abilities.

QUALIFICATIONS CRITERIA (SKILLS AND EXPERIENCE REQUIRED)

Academic Qualifications:

- University degree in law, medicine, psychology/psychiatry or sociology.

Experience and skills:

- At least 3 years of progressive professional experience in human rights monitoring and/or sociological/ human rights research;
- Participation in at least 3 human rights monitoring activities;
- Proven experience of work with people with psychosocial and intellectual disabilities;
- Proven experience of work with the state stakeholders in policy analysis will be a strong asset.

Language requirements:

- Good command of oral and written Romanian, Russian and English;
- Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Ukrainian or sign language is an asset.

Diversity Clause: Applicants – particularly women – from under-represented groups (persons with disabilities, Roma and other ethnic, linguistic or religious minorities, persons living with HIV, refugees and other noncitizens) will have an advantage during the selection process. OHCHR is committed to reasonably accommodate the working environment for the persons with diverse needs.

DOCUMENTS TO BE INCLUDED IN THE PROPOSAL

Interested persons should submit the following documents:



1. Individual or joint proposal:

- (i) Explaining why they are the most suitable for the work;
- (ii) Provide a brief methodology on how they will approach and conduct the work.

2. Individual or joint financial proposal (fee per day and total amount);

3. Individual CV including past experience in similar assignments and the contact details of at least 3 reference persons;

4. Offeror's Letter confirming Interest and Availability.

The United Nations Organization is committed to diversity and inclusion. Women, persons from vulnerable groups, such as persons with disabilities, Roma and other ethnic, linguistic or religious minorities, persons living with HIV, refugees and other noncitizens legally entitled to work in the Republic of Moldova, as well as persons from other under-represented groups are particularly encouraged to apply.