



## TERMS OF REFERENCE

<b>Post title:</b>	National consultant to revise the 2012 Annual Social Report (ASR)
<b>Project:</b>	Policy Analysis / National Human Development Report Project, UNDP Moldova
<b>Duty station:</b>	Chisinau, Republic of Moldova
<b>Duration:</b>	21 working days during July, 2013

### 1. Background

The process of transition that the Republic of Moldova experienced in the last 20 years has created both opportunities and challenges for the citizens of Moldova. But, unfortunately, these opportunities often came at enormous social costs, the effects of which can still be felt today. Transition often resulted in new challenges of economic, social and political nature. Republic of Moldova is an independent and sovereign state today – but it is still considered to be the poorest country in Europe, with the share of population living below national absolute poverty line of 26.3% (2009), 21.9% (2010) and 17.5% (2011), a trend that shows that some positive improvements prevail. Notwithstanding the recent positive trends, the transition period was accompanied by decline in the real incomes of the population and widening development gap between rural and urban areas, tepid net job creation, intensified migration outflows, as well as the reduced capacity of the social protection system to respond to social challenges. All of these magnified the phenomenon of social exclusion experienced by many Moldovan citizens.

Poverty eradication remains a high-priority item on the agenda of the new Government. This is one of the fundamental priorities of the Moldova 2020 strategy, whereby implementation of the current policy framework shall consistently reduce absolute poverty by 20% until 2020. Implementation of various social protection policies, policies to further promote development of labor market, social inclusion, are some important prerogatives of the Ministry of Labor, Social Protection and Family. The respective Ministry is annually reporting on the achieved progress through its Annual Social Report, published since 2000.

### 2. Context

The Annual Social Report of the Ministry of Labor, Social Protection and Family is the flagship annual report, which puts strong emphasis on the results and progress achieved in the implementation of national strategies and policies in social protection and draws the plans for overcoming the barriers and key challenges faced by policy makers and direct beneficiaries of such reforms. In its standard version, the ASR incorporates in-depth analysis in seven important segments/sectors, to include dynamics of the demographic profile, evolutions on labor market, social insurance, social assistance, family and child protection, gender equality, and social protection of disabled.

Overall, the ASR(s) reflects the outcomes of social reforms and identifies the main problems faced by the social protection system, making proposals and policy recommendations to

outcome concrete situations. The Ministry of Labor, Social Protection and Family, has constantly thought of improving the structure and contents of such flagship report, so that to reflect new opportunities and challenges for the social protection system under reform. In the recent past, the Ministry, with strong support from UNDP, made first steps in the development and implementation of a robust methodology to measure and constantly monitor social exclusion at the national level. Such efforts materialized in several policy documents, including the 2011 National Human Development Report on Social exclusion, the 2012 Policy brief on social exclusion, the matrix of social exclusion indicators and the INEX (Social Exclusion Index). To further streamline social inclusion measures into the policy dialogue, incorporate new and recent analytical efforts, reflect new challenges faced by the social protection system, among others, the 2012 ASR will be reviewed, eventually restructured and will comprise certain new sections. The way the contents of the Report are brought to larger audiences and disseminated outside the usual circle of policy makers, will be further improved by using modern presentation tools.

### 3. Objective of assignment

The key objective of the assignment is to provide consistent, high quality and timely analytical support to the MLSPF in the partial re-design of the structure of the report, substance of selective chapters of the 2012 and future ASRs, further in-depth analysis on certain segments and compartments of the Report and fine-tuning of the policy recommendations. The re-working of the entire analytical report shall consistently improve the structure and contents and the way this important product is presented to the external audience.

### 4. Duties and responsibilities

The national consultant shall deliver the below items, to include:

Deliverables	Deadline
Overall content analysis of the existing draft 2012 ASR;	5 w/d
Provision of concrete suggestions on how to improve the structure of the existing draft;	2 w/d
Provide analytical input into the draft 2012 ASR, for the below sections/segments: <ul style="list-style-type: none"> <li>Overall analysis of the progress achieved in 2012, identification of key problems and possible solutions for better implementation of the existing policy framework;</li> <li>Fine-tune the impact assessment of sector and transversal policies on population;</li> <li>Detailed analysis on the implementation of sector policies and the way these policies relate to the overarching strategies, including national MDG achievement agenda, national plans and programs;</li> <li>Revision of the "Policy recommendations" section of the 2012 ASR to ensure relevance and feasibility of the short- and mid-term policy recommendations; development and incorporation of a section related to the needs for the improvement of the current policy framework;</li> <li>Development and incorporation of a specific section on "Social exclusion and human development", based on the analytical efforts previously supported by UNDP in the development of a robust methodology for measurement and constant monitoring of social exclusion at national level;</li> </ul>	12 w/d
Develop a standard presentation template for the 2012 ASR and further similar reports; provide support in the presentation of the 2012 ASR.	2 w/d

## **5. Expected outputs**

The core expected output for the assignment is the revised and improved 2012 ASR, in terms of structure and content. At same time the consultant will directly contribute to the improvement of the template(s) used for the presentation of ASRs.

## **6. Timeframe**

The proposed timeframe is July, 2013.

## **7. Duty station**

Chisinau, Republic of Moldova

## **8. Organizational setting**

The consultants will work closely with the Ministry of Labor, Social Protection and Family, under the overall supervision of UNDP Project Manager. The Ministry will provide all needed support to the consultant in order to facilitate the process. The consultant will report to UNDP Moldova Project Manager.

## **9. Financial arrangements**

Payments will be disbursed in one or two installments, upon submission and approval of deliverables and certification by UNDP Programme Manager that the services have been satisfactorily performed.

## **10. Qualifications**

- Master's degree in social sciences, sociology, social assistance, or related areas;
- At least 5 years of proven extensive experience in conducting complex researches, development and revision of national strategic documents;
- Previous relevant experience in developing similar to ASR analytical products;
- Excellent knowledge and understanding of the current policy framework in the field of social protection, and excellent understanding of the key challenges faced by the national social protection system and related reforms;
- Knowledge of and exposure to a range of cross-sectoral and cross-cutting issues, including social exclusion, human development, empowerment of women, inclusion of marginalized groups, among others;
- In-depth knowledge of the national MDG framework; familiarity with the methodology of measuring and monitoring social exclusion at national or sub-national levels is a strong asset;
- Excellent written and oral communication skills and competency in basic editing and proofreading skills; must be detail oriented and organized;
- Proficiency in written and spoken Romanian. Knowledge of English and Russian is an asset.