

Strengthening the National Statistical System Joint UN Project

TERMS OF REFERENCES

Group of three national consultants

to undertake methodological revision of the Small Areas Deprivation Index of the Republic of Moldova in compliance with the current policy framework and applying quality assurance mechanisms

Job Title:	Group of 3 national consultants: A. expert in small-area estimations and composite indices (statistician-mathematician/SM); B. expert in statistical methodology and production (statistician-economist/SE); C. expert in evidence-based policy/program making (policy-making specialist/PM)
Contract type:	Individual Contract modality
Duty station:	Home based
Estimated Duration:	July - November 2013, up to 40 working days per consultant
Contracting Authority:	United Nations Development Programme (UNDP)
Main beneficiary:	Ministry of Economy
Main stakeholders:	National Bureau of Statistics of RM, Ministry of Regional Development and Constructions, State Chancellery, other CPAs and LPAs
Reference to Project:	UN Joint Project on Strengthening the National Statistical System, donor Government of Romania
Activity 7:	"Improvement of availability and reliability of regional statistics for decision-makers of the Republic of Moldova", component 3 – SADI.

BACKGROUND

The main challenge of the regional development policy of the Republic of Moldova is to solve issues related to regional disparities caused by imbalanced economic and social development. Therefore sustainable regional development is an imperative assumed by the Government of Moldova, which has also confirmed its commitment to fairly/equally distribute the opportunities/chances for regional development throughout the country. This is confirmed both at the legislative level¹ and at the strategic planning level². Successful implementation of the regional policy will foster and accelerate the development of the country as a whole, where the ultimate goal is to improve the quality of life of the citizens, wherever they live on the territory of Moldova.

Considering the aspirations of Moldova's European integration, it should be noted that regional policy becomes one of the most important directions of activity of the country. In this regard, one of the actions to be undertaken by the Government before 2014, under the priority on Local and Regional Development, regards the introducing of the notions of Deprived Area and Risk Area in regulatory acts, criteria for defining such areas.

Both, the implementation of transparent and efficient mechanisms for monitoring and evaluation of regional development process, as well as the production and timely reporting of regional statistics, are the two specific objectives of the National Strategy of Regional Development.

The local authorities will be able to increase their role in completing the process of local development, to develop feasible policies for the local/regional development and to increase the capacity of different stakeholders at local level to implement these policies, only when sufficient evidence is made available through official and/or departmental statistics.

¹ Law No. 438 as of 28.12.2006 on regional development of RM. <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=320885>

² Government Decision No. 158 as of 04.03.2010 on approval of National Strategy on regional development, as well as the Activity Program Government of the Republic of Moldova European Integration: Freedom, Democracy, Welfare 2011-2014, <http://www.gov.md/doc.php?l=ro&idc=445&id=3729>

Good, reliable regional statistics have to be available in order to provide an adequate basis for analyzing regional disparities, for identification of potential growth areas and for establishing a commonly used indicator of disadvantage that will be used by all Ministries in targeting support for disparity alleviation.

The generation of disaggregated data has been increased in the recent years, but still an uneven understanding of the benefits and use of statistics by the staff of central and local public administration, the need for pertinent capacity building on sustainable basis is vivid.

The problems of data availability, quality and comparability are characteristic for the big range of socio-economic data at local level which are important to policy makers, managers, investors, analysts and others. It is important to identify and gradually resolve these problems by exploring various approaches and learning from advanced experience of other countries.

CONTEXT

As a key step towards tackling rural deprivation, in 2005, the Republic of Moldova's Ministry of Economy developed a special composite index to analyze the level of rural community deprivation in Moldova: the Small Area Deprivation Index³, or SADI. This index was developed to gain a better understanding of the observed disparity between rural communities (including those from Chisinau and Balti municipalities). The SADI combines data from seven indicator categories - income deprivation, economic deprivation, demographic deprivation, health care deprivation, education deprivation, housing and utility deprivation, and geographic deprivation – and assigns varying weights to each one.

Methodological note

The SADI database is an important source of data at community level. Data are collected at *primaria* (lowest administrative unit) and village levels, and from central public authorities. From *primaria* data are collected on the basis of a special questionnaire "Socio-economic indicators", entered by *primaria* (secretary) level using purpose-designed software, which is then sent on to the *rayon* level. *Division of economy at rayon level* merges data from *primarias* and submits these to the Ministry of Economy (MoE) in electronic format. MoE then merges the data from the *rayons* and from the central level into an integrated database.

These data can provide the picture regarding economic development, access to facilities in rural areas, access to education, the pressure to local budget of vulnerable groups of populations (elderly, unemployment, disabilities, families with 3 and more children), other useful information. Data are disaggregated at the levels of *primaria*, *raions*, and development regions. The SADI is a composite index that weights together 37 community level indicators provides a relative deprivation ranking for each community, from 1 (most deprived) to 843 (least deprived). By identifying small areas where there are concentrations of multiple deprivation, the SADI is useful for target policies and resources at the places with greatest need. SADI data base (last update available for 2009) is accessible to the public via the web page of the Ministry of Economy⁴. At present, the Ministry of Economy has launched the data collection and processing of SADI for 2011 and 2012.

Premises and issues

SADI represents one of the monitoring and evaluation tools on implementation of regional policies. This index is useful to the central and local public administration in the process of strategic planning and management of the promoted policies. The Ministry of Economy is the institution which, at present, aggregates the primary data, calculates and provides the relevant information on SADI.

Since 2005, when SADI was designed to assist the implementation of the Economic Growth and Poverty Reduction Strategy, its methodology has gone through minor revisions. While, since then, the strategic framework has considerably changed through approval of the National Development Strategies for the periods of 2008-2011 in 2007 and followed by "Moldova 2020" in 2012⁵. Meanwhile, the Government's approach of regional development is passing through transition from poverty reduction policies to policies aimed at developing the potential of regions and improving socio-economic conditions. From these reasons, the SADI methodology does not respond to current policies of the Government and does not meet anymore the data user needs.

On the other hand, SADI is calculated on the basis of administrative data, which are produced by a variety of institutions (central and local public authorities). Very few of these institutions have efficient statistical mechanisms on data quality control and methodological consistency. Data production capacities of most of the respective data producers are weak, accompanied with a lack of coordination and cooperation among homologous institutions and the NBS, as coordinator of

³ Approved through the Government Decision no.851 as of 15 August 2005 on establishing a poverty monitoring and evaluation system, including socio-economic indicators of communities needed to analyze the non-monetary poverty dimensions, <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=295387>.

⁴ Ministry of Economy <http://www.mec.gov.md/files/documents/date.xls>

⁵ Law no. 166 as of 11 July 2012, <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=345635>

national statistical system. Administrative data produced from different sources is therefore not linked or fully computerized⁶, undermining the credibility of the National Statistical System in Moldova.

These circumstances, very often, make the quality of this composite index a subject for discussions. Aiming to assess the use of SADI, data users' needs for Index adjustment, as well as public opinion on its quality, a comprehensive analysis of SADI is needed from the perspective of its users, as well as the used methodology. The last would envisage the revision of the SADI calculation methodology and its adjustment to the best international practices and actual national context.

The respective analysis would not be complete without data sources review, evaluation of data processing mechanisms and their compliance with statistical requirements, which could increase data credibility. Therefore it is necessary to focus specifically on mechanisms fostering the capacities and cooperation between various data producers and target quality issues in such areas as regional development, through which appropriate qualitative data would be made available to decision-makers and planners. Also, Government's ownership of SADI and its institutionalization for sustainable maintenance will be considered.

Currently, a *Joint Project on Strengthening the National Statistical System of RM* is implemented by the NBS in partnership with UNDP, UN Women, UNICEF, UNFPA and ILO, as well as the Government of Romania, and aims at improving data collection, production, dissemination and use of statistical information with particular attention to national needs and official statistics overall conformity with international, in particular EU, standards.

The project purpose is also to contribute to the improvement of quality regional data made available to decision-makers and planners within the Moldovan central, regional and local government system so that government policy and planning on regional development at all levels is properly informed.

OBJECTIVES OF CONSULTANCY ASSIGNMENT

The UN Joint Project on Strengthening the National Statistical System is seeking to employ **a group of three national consultants** with relevant expertise in the related fields, who will undertake **methodological revision of the Small Areas Deprivation Index of the Republic of Moldova to assure its compliance with the current policy framework and quality of data sources used.**

The revision will be built on the previous and on-going activities undertaken by the Ministry of Economy, Project partners, as well as other resources available (national and sector legislative and normative framework, international regulations, printed and electronic publications, conferences/events results, reports, etc.).

Given the specifics of the present assignment, all activities under it will be undertaken in compliance with the Law on Official Statistics, the Programme on Strategic Development of Statistics 2012-2014 and other national/ sector policy and regulatory documents and in compliance with international standards in official statistics and relevant best practices of other countries.

The main output of assignment will represent the revised methodology of Small Areas Deprivation Indicator established as a nationally recognised indicator of disadvantage with quality assurance mechanism for further SADI production. Thus, a comprehensive analysis of advantages and weaknesses of SADI will be undertaken, accompanied by a set of recommendations for concerned public institutions involved in SADI's production and maintenance, compiled in one report.

SCOPE OF WORK

Under the current assignment the UN Joint Project on Strengthening the National Statistical System, in collaboration with the Ministry of Economy and the National Bureau of Statistics, are looking for the following expertise on the part of the national consultants:

(A) To **analyse** the current **applicability** of SADI and to **evaluate** its **relevance** towards the current policy framework and development context of Moldova, as well as its comparative advantage and weaknesses in comparison with other monitoring and evaluation tools;

(B) To **assess** the **quality** of data sources used for calculation of SADI from the perspective of data production processes (methodologies & tools, data collection, processing, quality assurance procedures, dissemination, etc.) institutional framework

(C) To **revise** the content, methodology and toolkit of **SADI** through their adjustment to current policy framework and assessed data sources (*using the results of point A & B*).

⁶ Some *primarias* do not have even personal computers.

TASKS and ACTIVITIES

In order to achieve the envisaged objectives, the **group of national consultants**, under the overall supervision of the Project and in tight cooperation with MoE and NBS, will have the following major responsibilities and perform the following activities:

1. **Desk review** through analysis of the background and reference materials:

[for Statistician-mathematician & Statistician-economist]

- Technical note on elaboration of SADI of Moldova (*in Annex to ToR*);
- International experience and best practices in the field of deprivation measurement and calculation of indexes by domains and aggregated ones;
- Questionnaire with socio-economic indicators regarding the living conditions of population and the instruction on its filling in;
- Forms and questionnaires for (statistical and administrative) data collection used for SADI calculation;
- Available methodologies and metadata on indicators produced by NBS and other data sources relevant for SADI;
- International and EU standards and requirements in quality management in statistics (e.g. European Statistics Code of Practice, etc.)

[for Policy-making specialist]

- Government Decision no.851 as of 15 August 2005 on establishing a poverty monitoring and evaluation system,
- National Development Strategy Moldova 2020;
- Regional development strategic papers at the national and regional levels;
- Sectorial strategic development papers (education, health, environment, agriculture, social protection, labour force, demography, infrastructure, etc.);

2. Propose **own approach and working methodology** for the accomplishment of the current assignment, draft detailed action plan and final report's structure/content and discuss them with the national stakeholders (MoE, NBS and Project partners). *[each expert separately for applied area of assignment]*

The approach and methodologies to be applied should result in outputs which will be compliant with international/EU standards on statistics assessment. Experts will agree, based on consensus, on the structure/content of reports/deliverables to be developed by each expert and the team.

Given the specifics of assignment, an extensive *consultation with relevant counterparts and stakeholders* with regard to the topics and tasks of present ToRs would be a mandatory element of the working approach of the whole team of experts at all stages of assignment, in particular tasks no. 3, 4 and 5 described below. Stakeholders to be consulted would include, but not be limited to:

- a) authorities which produce and provide data for calculation of SADI and its component indicators: line-ministries (MoE, MRDC, MLSPF, etc.) and NBS, and their subordinated entities at central and local levels (Regional Development Agencies, statistical units in the regions/raions, CNAS, CNAM, State Enterprise Registru, LPAs, etc.)
- b) users of aggregated SADI, its component indexes and related socio-economic and poverty indicators: local public authorities, State Chancellery, sectorial ministries, academia, independent think-tanks, NGOs, media.

Possible methods to carry out the consultation may include, but not be limited to:

- ad-hoc practical workshops to exchange experience/opinions;
- interviews and/or focus-groups;
- tools for situation analysis and/or self-assessment (e.g. questionnaires designed to elicit the strengths and weaknesses of the inputs, processes, outputs and outcomes of the statistical data/information used for calculation of SADI);
- field visits, de/briefing sessions, consultation and validation meetings, etc.

3. Undertake **situational analysis and evaluation of SADI from the perspective of its use by relevant authorities and its compliance with the current policy framework and development context of Moldova**. *[Policy-maker responsible for the task with the support of Statistician-economist and Statistician-mathematician]*

Such analysis will aim at assessing the current status of SADI, actual and potential users & beneficiaries of this index (and its component indexes), elements of SADI (domains and indicators) being used, purposes of use and which areas it was applied for, level of index's usage (incl. frequency, periodicity, level of detail, etc.), users' needs being covered by SADI and its usage constraints (as well as type of those constraints). Another important element to be assessed includes the outputs generated by the use of SADI so far (e.g. fundraising, efficient distribution of funds to the most deprived beneficiaries, advocacy activity, programming, etc.). These elements will be correlated with the latest changes in the normative and regulatory framework, reforms and strategic priorities at the regional/local and national levels.

The level of coverage of informational needs in the field of regional development by SADI and its component indexes will receive a special attention of experts.

Thus, among other things, this activity should help to identify gaps in the coverage of users' needs as it regards the application of SADI for evidence-based policy-making. In this respect, one of the gaps might relate to the un-coverage of the urban areas by SADI, therefore experts will analyse the needs on this topic to be addressed in the future by the concerned authorities.

The analysis will conclude with the appraisal of SADI's comparative advantage versus other available sources of regional data, its weaknesses and limitations, conformance to the current realities, applicability and, thereby, relevance.

4. Assess the quality of data sources used for calculation of SADI from the perspective of data production processes (methodologies & tools, data collection, processing, quality assurance procedures, dissemination, etc.) *[Statistician-economist responsible for the task with the support of Statistician-mathematician]*

The core aspect to be considered within this activity would represent the evaluation, from the perspective of UN and Eurostat quality criteria in statistics, of the quality of the primary data used to elaborate SADI. This part of evaluation will include the expert assessment of production process of concerned SADI related statistical indicators from the point of view of relevance, accuracy, timeliness and punctuality, accessibility and clarity, comparability and coherence⁷. The purpose of this activity is to map the quality assurance and control measures and practices (methodology, tools, process documentation, human and technical resources, etc.) applied by the data producers at core stages of statistical process (such as methodological conceptualization, collection and processing processes).

A quality report⁸ for SADI's indicators and data sources will be produced according to mentioned above dimensions of quality and on the basis of feedback received from the respective data producers and expert assessment.

The specialists of NBS and National Institute of Statistics of Romania (Project's partners) will contribute with provision of guidance from the statistical point of view (namely quality standards in statistics) on undertaken quality assessment (core elements to be assessed and assessment modality), and will provide feedback on drafted quality report and expert conclusions.

5. Methodological revision of SADI including relevant quality assurance mechanisms and institutional framework *[Statistician-mathematician responsible for the task with the support of Statistician-economist and Policy-maker].*

This activity aims at revision of the methodology and toolkit of SADI through their adjustment to current policy framework and reforms promoted by the Government and data sources' assessment. Or, in fact, within this activity the consultants will have to consider the results of activity 3 (SADI's use and compliance with the current policy context) and 4 (SADI's quality assessment) and provide a revised/updated set of SADI's concept and toolkit.

At this stage the methodological approach being applied for the production of SADI will be analysed, including the population being observed (localities and/or households), domains being subject to deprivation measurement, indicators by deprivation domains used to calculate corresponding indexes and the composite index, methods of composite measurement of domains reflected within SADI, etc. These will be correlated with the current needs and assessed quality of data sources.

The activity will conclude with the following expected results:

- concept and methodological approach would be correspondingly adjusted;
- the list of SADI's indicators and domains would be revised (irrelevant domains replaced with the needed, unused indicators substituted with the required and available ones, not qualitative data sources replaced with the qualitative and available ones, etc.);
- toolkit for SADI data collection (questionnaires, forms, instructions, etc.) would be revised in a easy-to-use format and ensuring accurate data collection;
- stages of SADI production (data collection, processing, validation, tabulation, dissemination and use) described and accompanied by quality assurance measures/procedures at each stage;
- feasible scenarios and the most optimal functional mechanism/s for SADI's further maintenance determined (including target beneficiaries, concerned responsible institutions and pertinent commitments, institutional ownership, resources needed for SADI's further operation, sustainability measures, etc.);
- follow-up activities (or action plan) to increase the quality, credibility, dissemination and use of SADI data recommended.

⁷ ESS Handbook for Quality Reports, http://epp.eurostat.ec.europa.eu/portal/page/portal/ver-1/quality/documents/EHQR_FINAL.pdf, ESS Standard for Quality Reports, http://epp.eurostat.ec.europa.eu/portal/page/portal/ver-1/quality/documents/ESQR_FINAL.pdf

⁸ For guidance on the content of expected report see ESS Standard for Quality Reports, 2009, Eurostat, http://epp.eurostat.ec.europa.eu/portal/page/portal/quality/documents/STANDARD_QUALITY_REPORT_0.pdf

6. Undertake **experimental calculation of revised SADI** and pertinent indexes aiming to test the updated concept and methodology of SADI on the basis of available data. *[Statistician-mathematician responsible for the task with the support of Statistician-economist]*

Data will be provided by the MoE (or data gathering will be facilitated by the ministry) on the basis of the latest data collection exercise and/or complimented (if need is confirmed) by an additional data gathering from available data sources. The results of testing will be used to fine-tune and finalize the revised methodology and toolkit.

7. Other activities: *[tasks for all experts, throughout the assignment]*

- Establish and maintain a dialogue with Project's national counterpart and stakeholder, consultants, UN staff;
- Advocate for the delivered results and contribute to the increase of awareness and understanding of partner institutions regarding the importance and the role of qualitative data in the process of EU integration and policy formulation, monitoring and impact evaluation.
- Support the organisation and facilitation of public presentation of results with the participation of concerned partners (national stakeholders and concerned institutions, think-tanks, academia, CSOs, international community), gather and consider their feedback.
- Develop an *activity report* on consultancy undertaken, including stages passed, resources used, results obtained versus expected, impact of obtained results, risks overcome, problems faced, lessons learned, conclusions and next stage recommendations. *[each expert for applied part/area of assignment]*

The consultants will ensure a high level of analytical thinking, efficient communication and cooperation with MoE, NBS, UN partner agencies and other relevant institutions and is/are expected to perform a team-work together with the other experts hired and specialists of named institutions for the successful fulfilment of the formulated tasks.

DELIVERABLES and TIMEFRAME

Performing the mentioned above activities, the consultants will be responsible for delivering of the following outputs, comprising the main milestones:

#	Deliverable	Tentative timeframe	SM	SE	PM
1.	Inception report on planning of each part of assignment (by applied area): - Working approach & methodology by stages of assignment - Vision on organisation of consultation process with the national counterparts - Detailed Action Plan, including outputs' deadlines	In 2 weeks from contract date	R	R	R
2.	Supporting documents to be used for consultations with : - data users aimed to analyze the use and compliance with the current needs: templates of questionnaires, interview guidelines and methodological concepts, other	In 3 weeks from contract date	S	S	R
	- data producers aimed to assess the quality of SADI data sources: criteria to be assessed, templates of questionnaires, interview guidelines, methodological concepts, other		S	R	--
3.	Draft report/s on : - situational analysis and evaluation of SADI from the perspective of its use and its compliance with the current needs and policy framework, plus documentation on the process of data users' consultation	In 1.5 months from contract date	F	F	R
	- assessment of data sources' quality from the perspective of international quality criteria and standards in statistics, plus quality report	In 3 months from contract date	F	R	F
	- methodological revision of SADI , plus drafts of revised methodology, questionnaire/s, instruction, other	In 4 months from contract date	R	F	F
4.	Final report/s (taking into consideration the feedback received from MoE, NBS, MRDC Project, and expert team members) on: - situational analysis and evaluation of SADI current relevance	In 3 months from contract date	--	--	R
	- assessment of SADI data sources' quality	In 4 months from contract date	R	R	--
	- methodological revision of SADI	In 5 months from contract date	R	--	--
5.	Handouts for public presentation of outputs to national stakeholders and all documentation produced during the assignment	In 5 days after submission of deliverable/s no. 4	R	R	R
6.	Activity report on undertaken part of assignment (including stages passed, inventory of resources used, results obtained versus expected, impact of obtained results, risks overcome and problems faced, lessons learned, recommendations etc.) plus documentation related to the conducted work	In 5 days after the approval of key deliverables	R	R	R

(Note 1 on abbreviations used: SM – statisticians-mathematician, SE – statistician-economist, PM – policy-making expert;
 Note 2 on abbreviations used: R and grey — is responsible for deliverable, S—supports and/or contributes, "F" – provides feedback, "--" not applicable)

All the deliverables should be agreed with the Coordination Team (consisting of representatives of MoE, NBS, MRDC from the management and concerned divisions, Project staff and partner agencies) and be provided in Romanian, in electronic version.

The success of given activity can be ensured only by team work of all partners involved via active participation at all the stages of the assignment and the contracted consultants should play the role of guarantor of these joint effort.

The activities under the present assignment are expected to commence at the **mid of July 2013** and end by **end of November, 2013**. The consultancy presumes up to **40 working (full) days per consultant**. The consultant/s will be assisted by the staff of NBS, MoE and the UN Project for conceptual and technical aspects of the assignment.

Note: The mentioned number of working days has been estimated as being sufficient/ feasible for the envisaged volume of work to be completed successfully and is proposed as a guideline for the duration of assignment, and it can not be used as criteria for completion of work/assignment. The provision of envisaged deliverables approved by the Project and its partners and concerned national stakeholders would be the only criteria for the Contractors work being considered completed and eligible for payment/s.

EXPECTED CONTRIBUTION OF THE CONSULTANCY WORK

The successful accomplishment of the present assignment's objectives should lead to the improvement of:

- 1) the system of socio-economic statistical indicators at local/regional levels (including data collection) and calculation methodologies, and, thus, quality;
- 2) the information flows revised leading to the enhanced usage of administrative and statistical sources of information for production of reliable and disaggregated statistical data needed for the operation of LPAs.

In the **long perspective**, the **expected results** would contribute to the achievement of the following objectives of regional development:

- Efficient targeting of policies and resources at the places with greatest needs;
- Provide support to local public authorities in developing realistic community/raion development policies and build the capacities of different local players for implementing such policies;
- Facilitate cooperation between the local, raional and central authorities, as well as between the National Council for Regional Development, regional councils and regional development agencies in order to integrate the local and regional development plans and projects with the sector and national ones;
- Reduce regional disparities and contribute to the balanced development of the regions;

The consultants would work closely with Ministry of Economy, National Bureau of Statistics and other Project's partners (MRDC, State Chancellery, other central and local public authorities).

EXPECTED SUPPORT TO THE CONSULTANT/S

The Project and its national partners (MoE, NBS, MRDC, State Chancellery) will be supporting the consultant/s by:

- Nominating the focal point to be included in the Coordination Team and provide the necessary support to the expert/s;
- Providing the (list of) available materials, regulatory documents available, results of previous work, which relate to the problematic of assignment;
- Offering guidelines on the legal and institutional framework of the partner institutions thus ensuring that the undertaken analysis conforms with the overall assignment's objective and sectorial and national priorities;
- Endorsing promptly (within 10 days period) documents submitted by the consultant/s;
- Providing working places for the consultant/s at MoE and NBS if required.

INSTITUTIONAL and MANAGEMENT ARRANGEMENTS

The group of national consultants is expected to work in a close cooperation with the national counterparts at the MoE, NBS, MRCD and the UN/UNDP staff, and keep them updated on the progress on decadal basis.

QUALIFICATIONS AND COMPETENCIES

The following qualification criteria will be applied during the selection of the 3 consultants (SM – statistician-mathematician, statistician-practitioner, policy-making expert):

Qualification criteria	SM	SE	PM
EDUCATION:			
1. University degree in statistics, social science, economics, and/or other	<input checked="" type="checkbox"/> Math, statistics, economics	<input checked="" type="checkbox"/> Statistics, economics	<input checked="" type="checkbox"/> Economic/social sciences

2. Other formal education relevant for the assignment	<input checked="" type="checkbox"/> incl.statistical analysis software (SPSS, STATA, etc.)	<input checked="" type="checkbox"/> incl. statistical analysis software (SPSS, STATA, etc.)	<input checked="" type="checkbox"/>
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EXPERIENCE:

3. At least 5 years of relevant professional experience in applied area/s of expertise	<input checked="" type="checkbox"/> research and/or methodological work in statistics, sociology and/or math	<input checked="" type="checkbox"/> production of statistics (preferably official statistics)	<input checked="" type="checkbox"/> policy-making, in particular related to regional development
4. Experience including substantial participation in analytical works (thematic analysis, assessments, evaluations, reviews, policy advisory, etc.) in applied area/s of expertise	<input checked="" type="checkbox"/> statistical and other monitoring indicators	<input checked="" type="checkbox"/> statistical indicators	<input checked="" type="checkbox"/> related to current policies, programs, strategies
5. Experience of participation in policy-making processes	<input checked="" type="checkbox"/> provision of evidences for monitoring and evaluation of policies	<input checked="" type="checkbox"/> provision of evidences for monitoring and evaluation of policies	<input checked="" type="checkbox"/> planning, designing, monitoring and evaluation of policies
6. Previous experience in participating/undertaking of complex team-works, joint research activities, moderating working groups, organizing national/local level consultation events	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7. Experience of collaboration with Government , in particular in area/s relevant for the present assignment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8. Experience of work with development partners , in particular UN/UNDP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

COMPETENCIES AND SKILLS:

9. Strong knowledge and understanding of area/s of expertise applied	<input checked="" type="checkbox"/> index aggregation, functioning of official & administrative statistics (concepts, regulatory framework, EU/UN standards, best practices)	<input checked="" type="checkbox"/> quality issues in national statistics, methodological/technical knowledge on how to assess and address them, EU/UN quality standards	<input checked="" type="checkbox"/> national strategic context at all levels (national, sectorial, regional perspective)
10. Ability to analyse, plan, communicate effectively orally and in writing, draft reports, solve problems, organize and meet expected results, adapt to different environments (cultural, economic, political and social)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11. Romanian and Russian languages proficiency; Good skills in oral and written English	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

PERSONAL QUALITIES AND OTHER REQUIREMENTS:

12. Good interpersonal skills, solid judgment/decision making, initiative and creativity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13. Ability to be independent, impartial and credible in a challenging environment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14. Availability to work with UN and Project's national stakeholders during the indicated/approved period	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15. Adherence to UN's values and ethical standards	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16. Cultural and gender sensitivity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

PERFORMANCE EVALUATION

Contractor's performance will be evaluated against such criteria as: timeliness, responsibility, initiative, communication, accuracy, quality of the delivered products and their conformity with the present ToRs.

All reports shall in be submitted to the Project Manager who is responsible for approving the reports and deliverables (with prior coordination with the Coordination Team created under the present assignment). The National Project Coordinator will supervise the progress and quality of each stage and the overall process.

FINANCIAL ARRANGEMENTS

Payments will be disbursed in instalments upon submission and approval of high-quality deliverables and certification by National Coordinator & Project Manager, that the services have been satisfactorily performed.

REFERENCE and SUPPORTING DOCUMENTS

- Technical note on elaboration of SADI of Moldova (*in Annex to ToR*);
- International experience and best practices in the field of deprivation measurement and calculation of indexes by domains and aggregated ones - As example: methods used for elaboration of Deprivation Index of Scotland in 2003, by the Social Disadvantage Research Centre, *Department of Social Policy and Social Work at the University of Oxford*;
- Questionnaire with socio-economic indicators regarding the living conditions of population and the instruction on its filling in, see on <http://mec.gov.md/formulare-amp-soft/>;

- Forms and questionnaires for (statistical and administrative) data collection used for SADI calculation — to be obtained by experts
- Available methodologies and metadata on indicators produced by NBS and other data sources relevant for SADI;
- European Statistics Code of Practice
- European concept of quality in statistical production, information on the quality of European statistics and related legislation, tools and standards, http://epp.eurostat.ec.europa.eu/portal/page/portal/quality/quality_reporting
- Quality Declaration of the European Statistical System
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