

TERMS OF REFERENCE FOR NATIONAL GENDER EXPERT

Project Name:	Improving institutionalization of gender mainstreaming practices into national policies (00076904)
Title of assignment:	National Gender Expert
Contract type:	Individual contract
Duty station	Bishkek, Kyrgyzstan, with travel to Osh
Duration of Contract:	December 2019- January 2020 (20 working days)

BACKGROUND

An increasing gender inequality has become one of the main characteristics of the period since independence in 1991 in the Kyrgyz Republic on a transition towards a democratic system of governance and a market economy. Abolition of 30 % quotas for women of the Soviet period led to drastic drop in number of women in the Parliament. Thus, in 1996 the percentage of women in parliament equaled 4.76, in 2000 - 6.8 and in 2005 - 0%, when the Kyrgyz Parliament became a male-only parliament, then in 2007 the percentage of women increased to 25%, 2010 – 22% and 2015 – 20%. The Kyrgyz Parliament had a declining tendency since 2010. The same low level of representation is also reflected at the local government (oblast and rayon levels), where the number of women – deputies also decreased.

Since 2013, the Kyrgyzstan has been demonstrating its effort towards reaching gender equality thus endorsing legislation ensuring equal rights and equal opportunities for women and men, anti-discrimination, early marriages prohibition and political participation. Women driven NGOs and CSOs together initiated proposal on providing special measures to reserve deputy seats for women in local councils. Because it was important that ayyl kenesh members are elected using a majority system based on multi-mandate constituencies, which was before August 2019 “unfriendly” to female candidates due to the prevalence of traditionalist attitudes and gender stereotypes especially in rural areas, as well as because women have limited resources. This way, low women's participation in local elections was a natural consequence of the lack of special measures in the electoral legislation.

According to the statistical data, without reserved quota for women, the tendency decline of women participation would continue, when in every next elections result in decreased number of elected women in the ayyl keneshes, as we see that from 2004 to 2016, the percentage of female local kenesh deputies decreased by more than one third, in 2004 making 19 %, in 2008 17 %, in 2012 13 % and in 2016 making only 10 % of the seats in local councils.

In August of this year, the president of the KR signed a number of amendments to the election law. One of the amendments provides women with at least 30 % of the mandates for elections to local keneshes. According to the authors of the bill, this norm ensures the representation of women in the ayyl keneshes and help them accommodate opportunity for women’s meaningful participation and women’s representation in local government institutions and decision-making processes, especially targeted to solve social issues in local communities and actively participate in the socio-political life of the country. The more women are empowered, the more communities benefit from it.

With regard to the above, UNDP will involve two experts: one Team leader (international) – for 20 days and one member (national expert) – for 20 days with experience in the topic of elections and women’s political participation to develop project proposal to enhance women’s participation in the upcoming 2020 and 2021 elections and increase of women in decision making positions, both at the local and national levels. Introduction of reservation

of 30% of mandates in local councils for women was adopted in June 2019 and signed on 8 August 2019. The first experience of elections which have implemented this new amendment in practice took place in the village of Saruu, Jeti-Oguz region of Issyk-Kul oblast on 22 September 2019.

Due to short period between signing the law and the elections, there was little time to raise awareness of population on the new quota, however as per election results, nine women out of 21 members became deputies which makes 42.85 %. The next elections of local councils are scheduled on April 12, 2020 to be held in 30 local councils of 6 oblasts: 25 village and 5 city keneshes. Further, elections of deputies to the Jogorku Kenesh/Parliament of the Kyrgyz Republic will on October 4, 2020.

OBJECTIVE

The objective of this assignment is to assist in developing scoping and proposal document and budget for a UNDP led inter-agency project based on the concept note to support achievement of thirty percent women's quota in local elections.

SCOPE OF WORK

Under direct supervision of the Country Programme Gender Coordinator and **in close consultation with the Rule of Law team and other** relevant project staff, Consultant will perform the following tasks:

1. Develop concise inception report proposing how the team plans to undertake the assignment in consultation with UNDP and key Government stakeholders (including draft schedule and timeline)
2. Work with national and regional gender teams to identify the information gaps and gather relevant information as available for the desk review
3. Conduct interviews and stakeholder discussions in Bishkek
4. Organize review meeting with selected government and non-government institutes and experts (Government, academic and the DPCC), representatives from local level government and NGOs, donors, UNDP and related experts.
5. Based on feedback received, assist in developing full project document for the project incorporating information from consultations.

FINAL PRODUCTS

PRODUCTS	DEADLINE	PAYMENT STRUCTURE
Final report consisting of: 1. Short inception report and timeline 2. Analysis of interviews and stakeholder discussions 3. Final proposal document and budgets accepted	Within January 2020	100 %

REPORTING REQUIREMENTS

During the assignment, the consultant will submit mid-term draft proposal and a final project proposal prepared in accordance with the achieved outputs according to the schedule as per table of deliverables in the agreed format, describing the activities undertaken during fulfillment of the task. The report should be submitted according to the work schedule after products achieved and approved by the UNDP Country Programme Gender Coordinator which will serve as basis for payments. The Certifying Officer is UNDP Country Programme Gender Coordinator.

QUALIFICATION REQUIREMENTS TO THE CONTRACTOR

The Consultant should have the following background and experience:

- University degree or equivalent in social sciences;
- Experience in developing by laws and regulatory documents on the topic of women's rights;
- Practical experience in developing gender mainstreaming methodologies, strategic documents focused on gender aspects on gender/promotion of women's rights and political participation of women;
- Knowledge of Kyrgyz and Russian. Knowledge of English will be an asset.

ADDITIONAL REQUIREMENTS FOR RECOMMENDED CONTRACTORS

Statement of Medical Fitness for Work

Individual Consultants/Contractors whose assignments require travel and who are over 65 years of age are required, at their own cost, to undergo a full medical examination including x-rays and obtaining medical clearance from an UN - approved doctor prior to taking up their assignment.

Where there is no UN office nor a UN Medical Doctor present in the location of the Individual Contractor prior to commencing the travel, either for repatriation or duty travel, the Individual Contractor may choose his/her own preferred physician to obtain the required medical clearance.

Inoculations/Vaccinations

Individual Consultants/Contractors are required to have vaccinations/inoculations when travelling to certain countries, as designated by the UN Medical Director. The cost of required vaccinations/inoculations, when foreseeable, must be included in the financial proposal. Any unforeseeable vaccination/inoculation cost will be reimbursed by UNDP.

TRAVEL REQUIREMENTS

The TOR requires a field trip to Osh.

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

Please be guided by the following information when preparing your financial proposal:

Number of visits	Days of travel	Overnights in total
1 visit to Osh	3 days travel	2 overnights

SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

- The contract is based on one instalment;

Preferred Currency of Offer: US dollars (US\$)

Payment is based upon output, i.e. upon delivery of the services specified in the TOR.

For local contractors in Kyrgyzstan UNDP shall effect payment in Kyrgyz Som based on the prevailing UN operational rate of exchange on the month of payment. The prevailing UN operational rate of exchange is available for public from the following link: <https://treasury.un.org/operationalrates/OperationalRates.php#K>

SECURITY CLEARANCE

The Consultant/Contractor will be requested to undertake the BSAFE training. These requirements apply for all Consultants, attracted individually or through the Employer.

INPUT OF THE UNDP

- In the course of the contract duration, UNDP will provide expert based support in completing the assignments, along with contact details of stakeholders and beneficiaries.
- The Consultant will not be granted with permanent access to UNDP premises and workplace for the whole duration of assignment (security charges are not applicable).