



Short Term Engagement of Individual Consultant to Undertake an Evaluation and Assessment of the Current Sustainable Development Goals (SDGs) Data System at the Department of Statistics DOS

- **Organization:** UNDP - United Nations Development Programme
- **Duty station:** Amman
- **Grade:** International Consultant- Internationally recruited Contractors Agreement - Consultancy
- **Closing Date:** 2 August 2020

BACKGROUND

In 2015 all UN member states adopted the 2030 Agenda for sustainable development. The agenda includes a result framework with 17 Sustainable Development Goals (SDGs) and 169 targets across three dimensions of sustainable development: economic development, social inclusion, and environmental sustainability. The implementation of the 2030 Agenda carries significant challenges especially in the areas of data collection, information sharing methods and development progress monitoring and evaluation.

Jordan formulated a 'Roadmap' for SDG implementation, through the Ministry of Planning and International Cooperation (MoPIC), in close cooperation and with direct support from several UN agencies. Furthermore, through the Higher National Committee for Sustainable Development (HNCSD), MoPIC is leading national efforts to work with all national institutions, including civil society organizations and the private sector, to translate the 2030 agenda into Jordan's development plans and strategies. Alongside the Department of Statistics DOS, MoPIC will develop plans for regular monitoring of the SDGs and to customize SDG indicators to national contexts. The outputs of the monitoring system will include regular progress reports in addition to a monitoring dashboard on the DOS, website which will be publicly available.

Jordan has completed key preparatory activities for SDG monitoring and implementation, including:

- An 11-point roadmap for implementing the 2030 Agenda, developed by MoPIC in March 2017, which includes as one of its key priorities "strengthening national statistical systems and the availability of data through the categorization of SDG indicators, providing technical and financial support to the Department of Statistics (DOS) to disaggregate data, and improving data availability and quality."¹
- a Voluntary National Report (VNR) on the Status of Implementation of the Sustainable Development Goals in Jordan for the 70th Session of the United Nations General Assembly in 2017. The report affirmed its support and commitment for the process and

¹ The Hashemite Kingdom of Jordan (2017). *Jordan's Way to Sustainable Development: First Voluntary National Review on the Implementation of the 2030 Agenda*. p. 24. <https://sustainabledevelopment.un.org/content/documents/16289Jordan.pdf>

outlined that the capacities of the national statistical system in the country should be further strengthened as a crucial step to accommodate new roles in data-gathering and quality control.²

In response to what was said In Jordan's VNR, the UNDP project titled "Joint Initiative to Capacitate the Jordanian Department of Statistics in Tracking the Sustainable Development Goals' Data, Information Production and Reporting" will contribute to translating VNR's priority related to support the national statistical system into action

DUTIES AND RESPONSIBILITIES

Under the guidance of the UNDP programmed Manager, the UNDP SDGs Data Advisor, and in coordination with DOS team, will be responsible for the following tasks and deliverables:

Task one: Conduct Technical Information Base Assessment for the Department of Statistics SDGs Database

- Perform an assessment of DOS current SDGs database and relevant stakeholders, review, analyze and document the various data sets available from other sources and set baselines, targets and responsible body for producing the indicators
- Conduct consultation meetings with the technical working staff from DOS as well from other stakeholders to discuss and share their feedback to improve the SDG database at DOS
- Draft an assessment report that has the gaps, challenges to reporting SDGs with specific recommendations for future action.
- Share the draft with UNDP, MoPIC, DOS and line ministries and other stakeholders for comments and advice.
- Submit the finalized draft incorporating stakeholders' feedback with DOS, MoPIC and UNDP to obtain their endorsement.

Task two: Develop a set of guidelines for SDGs Data Processing and Tabulation

- Draft a set of guidelines for SDGs Data Processing and Tabulation
- Conduct consultation meetings with the technical working staff from DOS as well from other stakeholders to discuss the drafted guidelines and share their feedback to improve the SDG database at DOS
- Share the draft with UNDP, MoPIC, DOS and line ministries and other stakeholders for comments and advice.
- Submit the finalized draft incorporating stakeholders' feedback with DOS, MoPIC and UNDP for endorsement.
- Conduct a training for the Sustainable Development Unit & other concerned staff from DOS and relevant line ministries on application and guidance of Data Processing and Tabulation (2 Trainings)

² [Ibid.](#)

Task Three: Develop data sharing policy, Information Sharing Standard Operating Procedure and a report on data exchange mechanisms for the Department of Statistics and data focal points at relevant Line Ministries

- Develop SDGs data sharing policy for the Department of Statistics and data focal points at relevant Line Ministries
- Develop Information Sharing Standard Operating Procedure document for the Department of Statistics and data focal points at relevant Line Ministries.
- Develop a report on data exchange mechanisms
- Conduct consultation meetings with the technical working staff from DOS as well from other stakeholders to discuss the drafted Information Sharing Standard Operating Procedure and reflect their feedback in the final version of the document
- Submit the finalized draft of the three documents incorporating stakeholders' feedback with DOS, MoPIC and UNDP for endorsement.

Task Four: Dissemination of Deliverables

Facilitate a workshop with MoPIC, DOS, line ministries and other stakeholders to:

- A. Discuss the findings of the assessment report and set priority goals for Jordan
- B. Present the guidelines for SDGs Data Processing and Tabulation
- C. Present data sharing policy
- D. Present Information Sharing Standard Operating Procedure
- E. Present a report on data exchange mechanisms

Deliverables

1. The information-based technical assessment report of the Sustainable Development Goals database of Department of Statistics
2. SDGs Data Processing and Tabulation guidelines in Arabic and English languages
3. A two training sessions on applying SDGs Data Processing and Tabulation guidelines
4. Data sharing policy in Arabic and English languages
5. Document on Information Sharing Standard Operating Procedure in in Arabic and English languages
6. Report on data exchange mechanisms in Arabic and English languages
7. A workshop to present the findings of the above documents.

Timeline:

The consultant shall work with the following schedule of deliverables:

Due date (after signing the contract)	Deliverable
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9 weeks	<ul style="list-style-type: none"> • Assessment of DOS current SDGs database and relevant stakeholders, review, analyze and document the various data sets available from other sources and set baselines, targets and responsible body for producing the indicators • SDGs Data Processing and Tabulation guidelines produced and approved • Data sharing policy produced and approved • Information Sharing Standard Operating Procedure produced and approved • Data exchange mechanisms report produced and approved
3 weeks	<ul style="list-style-type: none"> • Facilitate a workshop to present the findings of the assessment report, Data Processing and Tabulation guidelines, Data sharing procedure, Information Sharing Standard Operating Procedure and Data exchange mechanisms.

COMPETENCIES

- Excellent Knowledge in SDGs data analysis and reporting
- Excellent research and analytical skills;
- Skilled working with statistical analysis and IT tools;
- Excellent communication skills (written and oral);
- Good record of publications on data and statistics for development, particularly issues related to data disaggregation.

REQUIRED SKILLS AND EXPERIENCE

Academic qualifications:

- A minimum of a master's degree (or equivalent degree) in statistics, social sciences, economics, or another relevant discipline is required.

Experience:

- Extensive experience of working with relevant datasets and knowledge of limitations and gaps in relation to SDG statistics
- At least 5 years of work experience on sustainable development and statistics for development are required;
- Strong familiarity with the 2030 Agenda and the SDGs and sound understanding of the UN System's strategic approaches for its implementation and monitoring is an asset;

- Experience in conducting quantitative research, literature reviews and/or producing similar gap analysis on data for development or SDG-related statistics is required;
- Excellent knowledge of UN policies and practices related to sustainable development is an asset;

Language:

- Fluency in written and spoken English is required.
- Working knowledge of another UN language like Arabic would be an asset

Application Procedure

The application package containing the following **(to be uploaded as one file)**:

- Personal CV, indicating all experience from similar projects and specifying the relevant assignment period (from/to), as well as the email and telephone contacts of at least three (3) professional references.
- A two-page methodology on how the Offeror will conduct the work including a Work Plan and approach in delivering the required outputs within the assignment period.
- The financial proposal shall specify a total lump sum amount, and payment terms around the specific and measurable deliverables of the TOR. Payments are based upon output, i.e. upon delivery of the services specified in the TOR, and deliverables accepted and certified by the technical manager.
- The financial proposal must be all-inclusive and take into account various expenses that will be incurred during the contract, including: the daily professional fee; (including mission travel); living allowances at the duty station; when applicable; and any other relevant expenses related to the performance of services under the contract.

