

**Signature****Date**

Approved by:

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16.03.20

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**TERMS OF REFERENCE FOR INDIVIDUAL NATIONAL CONSULTANCY  
on POPULATION SITUATION ANALYSIS  
(Population and Sexual and Reproductive Health)**

<b>TERMS OF REFERENCE</b>	
Hiring Office:	UNFPA, Mongolia Country Office
Remuneration level:	Consultancy remuneration fee will be determined in accordance with UNFPA policies and procedures.
Purpose and background of consultancy:	<p>UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan (2018-2021), focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.</p> <p>The Population Situation Analysis (PSA) is a signature publication for UNFPA and provides guidance to countries for an integrated appraisal of population and reproductive health dynamics and their impacts on poverty, inequality and development.</p> <p>UNFPA Mongolia Country Office has been operating in Mongolia since late 1970s and is currently in the penultimate year of its 6<sup>th</sup> Country Programme. It is now embarking on the evaluation of the 6<sup>th</sup> CP and development of the 7<sup>th</sup> CP, of which the latter will be aligned with the United Nations Sustainable Development Cooperation Framework (UNSDCF) of Mongolia. In preparation of the UNSDCF, the UNCT is conducting an evaluation of the current UNDAF and the Common Country Assessment (CCA) in 2020. While findings and lessons learnt from the UNDAF evaluation will be useful in the design of the next cycle of cooperation framework for Mongolia, specific analysis of Population Dynamics is required to design a more focused and strategic country support. In addition, such an analysis will also be invaluable in providing reliable data and evidence base to reflect in the UN inter agency process of convening CCA to ensure that population dynamics, reproductive health, and gender and youth issues are well integrated in the upcoming partnership framework.</p> <p>With this background, UNFPA Mongolia Country Office is commissioning a Population Situation Analysis as per UNFPA's conceptual and methodological guide <a href="https://www.unfpa.org/publications/population-situation-analysis">https://www.unfpa.org/publications/population-situation-analysis</a>. This</p>

	<p>will be the analytical contribution from the population perspectives and will constitute a key resource in the process of the CCA to better harmonize the support provided to Mongolia by UNFPA and the United Nations System at large.</p> <p>The PSA will take place within the context of an extensive process of dialogue with national actors, namely the National Statistics Office, the Ministry of Labour and Social Protection, Government agencies, and partners.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The PSA should postulate the main challenges faced and priorities set forth by the country through assessment demonstrating the importance of population dynamics, their relationship with social, economic, political and cultural processes and their short and medium-term repercussions. The analysis is guided by the principles of inequality and the exercise of rights, pursuant to international agreements and goals.</p> <p>Therefore, the main purpose of the consultancy is to elaborate the PSA which will be conducted according to the UNFPA developed methodology and the scope of the analysis agreed with the government counterparts.</p> <p>It is intended that the PSA will provide solid evidences for integrating issues related to population dynamics in the national policies and programmes and elaborating targeted strategies and interventions to address the challenges identified.</p> <p>Specific objectives of the PSA are four-fold:</p> <ul style="list-style-type: none"> <li>○ To conduct comprehensive analysis of the country's situation both with regard to the main aggregate characteristics of its demographic trends and the progress of the country's economy, their social, political and institutional dimensions, as well as issues pertaining to the analysis of social expenditure, in an effort to assess the effectiveness of investments carried out in social policy areas;</li> <li>○ To conduct analysis of population dynamics and sexual reproductive health in the context of economic and social processes;</li> <li>○ To conduct detailed analysis of inequalities according to socio-economic, territorial, ethnic, and gender groups demonstrating the contrasting situations that characterize these different groups in the country;</li> <li>○ To identify the main population challenges confronting the country and define opportunities for action with strategies and programmatic recommendations for the 7th CP and UNSDCF.</li> </ul> <p>In terms of content and methodology, this analysis will draw from recent analytical products, surveys and studies. Consultations with interest groups, including the government and other stakeholders, both national and development partners will be conducted (individually and as a group) to complement and validate the findings. The PSA should be conducted in close collaboration with the government and national stakeholders to ensure that the final product has the buy in of the government.</p>

Duration and working schedule:	<p>The PSA will consist of desk-based review of relevant national (census and survey) data, literature and international databases, as well as the information provided by interviews with key informants and relevant administrative data obtained during the field work. The details regarding the list of literature to be reviewed and the list of key informants to be interviewed will be elaborated shortly after launching the contract.</p> <p>The PSA will be conducted by a group of experts, consisting of an international consultant (<i>Team Leader</i>) and two national consultants with the support provided by UNFPA Mongolia CO and UNFPA APRO. The International Consultant will act as a Team Leader being responsible for quality assurance and delivering the final product.</p> <p>The National consultant responsible for population and sexual and reproductive health analysis is responsible for developing PSA section on 4- Population Dynamics and Sexual and Reproductive Health in the context of economic and social processes, 6-inequalities and exercise of rights. He/She will work under the leadership of the Team Leader and revise the context after having reconsidered the range of chapters.</p> <p>The national consultant is expected to work for 30 working days starting from April 15 through July 30, 2020.</p>
Place where services are to be delivered:	Select consultant can work in the premises of the UNFPA Mongolia CO during, however, no equipment will be provided.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ol style="list-style-type: none"> <li>1) Preparation- The consultants will initially conduct desk review and submit an inception report to UNFPA within 1 week upon commencement of consultancy, outlining a plan for the analysis and stakeholder consultations. (7 days)</li> <li>2) Field mission- In country mission is planned for 10 working days by international consultant and at the end of the mission a presentation at the validation workshop (using PPT) on the key points/findings of the analysis, conclusions and recommendations to UNFPA, government and other stakeholders should be presented. It is expected that the validation workshop is conducted by the end of the in-country mission. (10 working days inclusive of travel dates)</li> <li>3) First draft of the report- It is expected that the consultants should provide the first draft of the report. (7 days)</li> <li>4) Revision of the report and submission- Taking into account comments from UNFPA and partners, all deliverables will be prepared in English, and translated into Mongolian language by the national consultants and submitted to UNFPA Mongolia CO. (6 days)</li> </ol> <p>Exact dates of deliverables, including the final report, will be confirmed during the contracting process. However, it is advised that the report should capture the following:</p> <ol style="list-style-type: none"> <li>1. Executive Summary;</li> <li>2. Introduction: Objectives, Background, Guiding principles, Scope and Methodology;</li> <li>3. Comprehensive Overview of the Situation of the Country as it relates to</li> </ol>

	<p>Population and Development, Sexual and Reproductive Health, Gender and Progress in Complying with International Agreements and Goals:</p> <ul style="list-style-type: none"> <li>• The Economic Context</li> <li>• The Socio-cultural Context</li> <li>• The Political and Institutional Context</li> <li>• Progress on Complying with International Agreements and Goals: SDGs, ICPD, etc.</li> </ul> <p>4. Population Dynamics and Sexual and Reproductive Health in the context of economic and social processes:</p> <ul style="list-style-type: none"> <li>• Changes in the situation of SRH with an emphasis on fertility, including early marriage and adolescent fertility and changes in overall maternal mortality;</li> <li>• Emergence of adolescents and youth as a priority group;</li> <li>• Settlement Patterns and Population Mobility, including urbanization internal migration;</li> <li>• Health Systems and Service Delivery in Relation to Unmet Need and Family Planning, including impact of devolution on programme implementation and service delivery;</li> <li>• Public-private partnerships for service delivery;</li> </ul> <p>5. Inequalities and the Exercise of Rights:</p> <ul style="list-style-type: none"> <li>• Inequalities in Population Behavior and Trends (including inequalities by poverty and trends in reproductive inequality, mortality and morbidity);</li> <li>• Generational Inequalities (adolescents and older adults);</li> <li>• Gender Inequalities (the Gender Gap Index, Gender-based Violence, harmful cultural practices)</li> <li>• Inequalities by Ethnicity and Habitat;</li> <li>• Persons with disabilities and persons with different sexual orientation;</li> <li>• The Application of Rights and its Impact on the different kinds of Inequality;</li> </ul> <p>6. Relationships and Impacts: Relevance for Public Policies:</p> <ul style="list-style-type: none"> <li>• Linkages at the Micro Level: Women's Empowerment, SRH and their links to Poverty Reduction and to SDG 3, 5, 16 and 17</li> <li>• Linkages at the Macro Level: Population Growth, Age Structures and Migration and their links to Development and Poverty Reduction;</li> </ul> <p>7. Challenges and Opportunities:</p> <ul style="list-style-type: none"> <li>• Main Population and SRH Challenges Confronting the Country</li> <li>• Opportunities for Action: <ul style="list-style-type: none"> <li>i. Policy, Strategy and Programmatic Recommendations;</li> <li>ii. Strategic Role of UNFPA in Partnership with Other Development Actors;</li> </ul> </li> </ul>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>Under overall guidance of Head of Office, with direct supervision of Assistant Representative, the consultant will work closely with the Programme team, namely Programme Specialist on AYSRH and Programme Analyst on Gender and Youth. Weekly e-mail communication is required during the remote consultancy period; however, day-to-day engagement is expected during in-country mission.</p>

Supervisory arrangements:	UNFPA Assistant Representative will be the main contact person for the consultant. UNFPA will ensure that relevant documents are provided to the consultant, stakeholder consultations and debriefing meetings are organized and coordinated, and logistical arrangements are made. UNFPA will also ensure that comments on the draft report of the analysis are coordinated and shared with the consultant in a timely manner and that technical and programmatic guidance to the consultant is provided by the UNFPA CO team.
Expected travel:	Travel within the country may be required to meet with key stakeholders, such as government, ministries and civil society organizations as needed.
Required expertise, qualifications and competencies, including language requirements:	<p><b>Education:</b> Post-graduate University Degree or equivalent (preferably Ph. D.) in public health, or related field.</p> <p><b>Knowledge and Experience:</b></p> <ul style="list-style-type: none"> <li>• Minimum 10 years of increasingly responsible professional experience in population and health research, include periodic updating of technical skills;</li> <li>• In-depth knowledge of health systems and health service delivery modalities, issues and challenges, as well as national health policies, substantive knowledge of Reproductive Health issues.</li> <li>• In-depth knowledge of population dynamics and development related issues and challenges,</li> <li>• Proven drafting skills and ability to work in a team.</li> <li>• Solid understanding of research methodologies, and/or a proven expertise of research in social science</li> <li>• Demonstrated capacity for strategic thinking and policy advice are essential.</li> <li>• Familiarity with UN and UNFPA operations will be advantage.</li> <li>• Must be committed to respecting deadlines of delivery outputs within the agreed time-frame.</li> <li>• Fluency in Mongolian and English with strong writing skills.</li> </ul> <p><b>Competencies:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates commitment to human development principles and values;</li> <li>• Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;</li> <li>• Shares knowledge and experience;</li> <li>• Demonstrates excellent communication skills;</li> <li>• Provides helpful feedback and advice;</li> <li>• Advanced and demonstrable analytical and writing skills;</li> </ul>
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	<p>UNFPA will provide logistical support in organizing the stakeholder workshop and meeting relevant key informants as needed.</p> <p>The consultancy will be under UNFPA individual consultancy contract (ICC) and governed by UNFPA Policies and Procedures Manual applicable to ICCs.</p> <p>The duration of the contract will be April 15 – July 30, 2020.</p>

	<p>The total days of consultancy - 30 days. The Consultancy fee will be paid in the following schedules:</p> <ol style="list-style-type: none"> <li>1. 20% upon submission of the inception report;</li> <li>2. 30% upon submission of the first draft of the report, including in-country mission DSA and travel cost;</li> <li>3. 50% upon submission of the final product.</li> </ol> <p>The consultant will be entitled to DSA and other travel related costs as per UNFPA policies; UNFPA will cover the costs of the flight ticket to Mongolia (round trip).</p> <p>UNFPA reserves the right to withhold up to 30% of the total fee in the case deliverables are not submitted on schedule or do not meet the expected standard.</p>
Other relevant information or special conditions, if any:	n/a
Signature of Requesting Officer in Hiring Office: Date:	<p>ILIZA AZYEI, Assistant Representative</p> <p>February 19, 2020</p>