

**Terms of Reference**  
**National Consultant for development of the Action Plan on Active Ageing**

Job title:	National Consultant for development of the Action Plan on Active Ageing for fourth MIPAA cycle
Duty Station:	Chisinau, Republic of Moldova
Expected Duration of Assignment:	15 August – 20 November 2016 (20 working days)
Partner institutions:	<ul style="list-style-type: none"> <li>▪ National Commission on Population and Development (NCPD)</li> <li>▪ Ministry of Labour, Social Protection and Family (MoLSPF)</li> </ul>
Funded by:	UNFPA, United Nations Population Fund

**1. Background**

UNFPA, the United Nations Population Fund, is an international development agency that promotes the right of every woman, man and child to enjoy a life of health and equal opportunity. UNFPA aims at developing the policies and programs that are envisioned to ensuring that every pregnancy is wanted, every child birth is safe and every young person’s potential is fulfilled.

UNFPA is implementing the Country Programme 2013–2017 which is based on the Government's priorities as formulated in the Strategy "Moldova 2020" and in the United Nations-Moldova Partnership Framework (UNPF) "Towards Unity in Action"<sup>1</sup> and is concentrated on health and reproductive rights, with a focus on disadvantaged groups. It also covers policies and population dynamics and addresses gender-based violence. Transversal issues include human rights and gender equality, the concerns of young people, inclusive partnerships and national ownership.

The **Output 4** of the Country Programme 2013 – 2017 is proposing to “Enhance national capacity to produce, utilize and disseminate data to contribute to evidence and rights-based policy mechanism”<sup>2</sup>, part of the UNFPA Strategic Plan 2014 – 2017, **Outcome 4** “Strengthened national policies and international development agendas through integration of evidence-based analysis on population dynamics and their links to sustainable development, sexual and reproductive health and reproductive rights, HIV and gender equality”<sup>3</sup>. Within this Country Programme Output UNFPA provides support to the Government of the Republic of Moldova in addressing demographic ageing through evidence-based policies.

The Republic of Moldova, as part of the United Nations Economic Commission for Europe joined in 2002 the Madrid International Plan of Action on Ageing (MIPAA), committing to take measures that will respond to the demographic ageing challenges and mainstream ageing into the national policies.

In 2012, the Government of the Republic of Moldova, with the support of the United Nations Economic Commission for Europe (UNECE) developed the Road Map for Mainstreaming Ageing that provides a guide, helping the country can live up to its commitments under MIPAA and its Regional Implementation Strategy (RIS). Implementation of the Republic of Moldova’s commitments related to ageing were included in the Programme for mainstreaming ageing into sector policies and its Action Plan on implementation of the Road Map for mainstreaming ageing in

<sup>1</sup> United Nations Partnership Framework 2013-2017 [http://unfpa.md/images/stories/docs/UN-Moldova\\_Partnership\\_Framework\\_2013-2017.pdf](http://unfpa.md/images/stories/docs/UN-Moldova_Partnership_Framework_2013-2017.pdf)

<sup>2</sup> UNFPA Country Programme for 2013-2017, approved by UNFPA Executive Board at the ordinary session of 4 to 10 September 2012, [http://unfpa.md/images/stories/docs/UN\\_version\\_CPD\\_for\\_the\\_Republic\\_of\\_Moldova\\_2013-2017\\_Engl.pdf](http://unfpa.md/images/stories/docs/UN_version_CPD_for_the_Republic_of_Moldova_2013-2017_Engl.pdf)

<sup>3</sup> UNFPA Strategic Plan 2014 – 2017



policies for 2014 – 2016, adopted by the Government of Moldova in June 2014<sup>4</sup>. A team of two National consultants has evaluated commitments included in this Action Plan and MIPAA Evaluation Report was validated by the Reference Group and approved by National Commission on Population and Development in June 2016.

In alignment to the decision taken by the Commission, recommendations of the MIPAA Evaluation Report should be incorporated in a new Action Plan on Active Ageing. The new action plan should be grounded on human rights based approach, shall be specific, result-oriented and budgeted in order to facilitate its implication by national and local counterparts. The action plan in its development process will respect the open government principles<sup>5</sup> and will be reviewed by the Reference Group, International Advisory Board on Population and Development, approved by the Government of the Republic of Moldova and its implementation will be under the overall supervision of the National Commission on Population and Development.

## **2. Purpose**

UNFPA Moldova is looking for a National Consultant to support Ministry of Labour, Social Protection and Family in development of the new Action Plan on Active Ageing. The consultant should be specialized in Results Based Management and Monitoring and Evaluation with an in-depth knowledge of the demographic ageing.

## **3. Scope**

The overall scope of this assignment is to support National Commission on Population and Development and Ministry of Labour, Social Protection and Family in development of the new Action Plan on Active Ageing.

Main findings, conclusion and recommendations of MIPAA Evaluation Report should be taken into consideration in development of the new Action Plan on Active Ageing 2020. The Action Plan shall ensure that this policy document mainstream human rights based approach, is evidence-based, result-oriented and budgeted in order to facilitate its implementation by national and local counterparts.

## **4. Objectives**

To achieve the envisaged scope, the following objectives were set:

- 1) Development jointly with NCPD and MoLSPF of the draft Action Plan on Active Ageing based on the findings, conclusions and recommendations of the MIPAA Evaluation Report.
- 2) Ensure participation of relevant stakeholders in consultation of the draft Action Plan with at least two different groups.
- 3) Collect suggestion and recommendations to the Action Plan from the Evaluation Reference Group and IAPPD-Moldova.
- 4) Assist the Government in finalizing the Action Plan on Active Ageing and its costing, based on principles of human rights, evidence-based and result-oriented in order to facilitate its implementation by national and local counterparts.

## **5. Process and methodology**

Based on the conclusions and recommendations of the MIPAA Evaluation Report, a new Action Plan on Active Ageing will be developed, in alignment with current MIPAA/RIS and Road Map on Active's objectives. The National Consultant will analyse international experiences in developing policy documents / actions plans on active ageing and will include these practices into the document. National Consultant will ensure a participative process in consultation of the draft Action Plan. Relevant stakeholders should include at least Platform for Active Ageing, NGOs involved in demographic ageing and social policies. The draft Action Plan will be consulted with the Reference Group which is under the overall leadership of MoLSPF and with the International Advisory Panel on Population and Development which is to take place in the second part of October 2016.

Based on the recommendations received from the International Advisory Panel on Population and Development, the Action Plan on Active Ageing will be finalized jointly with the Ministry of Labour, Social Protection and Family and proposed for Government's approval. The Consultant will assist the MoLSPF in incorporating feedback and recommendations received from line ministries to the draft Action Plan. The final version of the Action Plan will be

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<sup>4</sup>Government Decision No 406 of 2 June 2014 adopting the Programme for mainstreaming ageing into sector policies <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=353338>

<sup>5</sup> Open Government Declaration <http://www.opengovpartnership.org/about/open-government-declaration>



presented at the meeting of the National Commission on Population and Development, before its approval by the Cabinet of Ministers.

#### 6. Expected outputs / deliverables and timeframe

Deliverables	Timeline	No. w.d
Draft Action Plan on Active Ageing is developed based on the findings, conclusions and recommendations of the MIPAA Evaluation Report and is grounded on human rights, is evidence-based, result-oriented and budgeted in order to facilitate its implementation by national and local counterparts.	By 31 <sup>st</sup> August 2016	10
At least two consultations on the draft Action Plan conducted, one of which is with Platform for Active Ageing.	By 30 <sup>th</sup> September 2016	2
Draft Action Plan is consulted with the Reference Group and International Advisory Panel on Population and Development – Moldova and incorporated their comments.	By 22 <sup>nd</sup> October 2016	2
Second draft of the Action Plan, which incorporates comments and recommendations received by line ministries and other national stakeholders.	By 10 <sup>th</sup> November 2016	2
Final Action Plan on Active Ageing which is grounded on human rights, is evidence-based, result-oriented and budgeted.	By 20 <sup>th</sup> November 2016	4
	<b>Total</b>	<b>20</b>

All deliverables will be drafted in Romanian.

#### 7. Expected travel

The National Consultant will not be required to travel outside Chisinau. However, if such request will come from the MoLSPF, UNFPA will cover transport costs.

#### 8. Supervisory arrangements:

The national consultant will work under overall guidance of the UNFPA and Ministry of Labour, Social Protection and Family, and in direct supervision of UNFPA Programme Analyst on Population and Development.

#### 9. Schedule of payment

Payment will be undertaken based on working days, after presentation of deliverables. The fee per working day will be established based on the requirements included in ToR and expertise of the selected consultant in alignment with UNFPA policies. The payment will be made after provision of all requested deliverables and upon certification by UNFPA.

#### 10. Qualifications and competencies

The following qualification criteria will be applied during the selection of the National Consultant:

##### Academic Qualifications:

- University degree in Social Policies, Public Policies, Economics, public administration, international development and/or other related science.
- Other formal education relevant for the assignment (such as training in Human Rights Based Approach, Results Based Management or Monitoring and Evaluation) is an asset.

##### Years of Experience:

- At least 5 years of relevant **professional experience** in monitoring and evaluation, public policy and impact assessments.
- Previous experience of **collaboration with Government of Moldova in developing sectorial policies**, especially demographic ageing, in particular State Chancellery, National Commission on Population and Development and Ministry of Labour, Social Protection and Family.
- Experience of **work with development partners**, in particular UN/UNFPA and EU (successful experience in working with UN agencies is an asset).
- Experience in organization, moderation and or facilitation of **participatory** team-works, joint researches, national/local level consultations, trainings.

Languages:

- Fluency in Romanian and English is required. Working knowledge of one or more additional languages relevant for Moldova, including Russian, Bulgarian, Gagauzian, Romani, Ukrainian or sign language would be an asset.

**11. Application process**

Interested candidates must submit in English the following documents/information to demonstrate their qualifications:

- Duly completed and signed **P11** or **CV** including past experience in similar assignments and at least 3 reference names.
- **Proposed methodology** for developing the new Action Plan on Active Ageing with a clear approach in having an evidence-based, budgeted and result-orientated document.

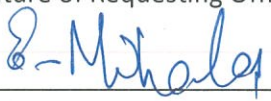

The application should be submitted with the mark "**National Consultant for development of the new Action Plan on Active Ageing**" by **August 8, 2016, 23:59 (GMT+2:00)** to the following address: UNFPA Moldova, 131, 31 August 1989 Street, MD-2012, Chisinau, or by email to [jobs@unfpa.md](mailto:jobs@unfpa.md)

Please note that selected consultants would be asked to submit a series of documents (health statement, certification of health insurance; passport, vendor form, security certificates etc.) before starting their assignment.

**12. Selection of the consultants**

Selection process will be conducted based on the qualifications and competencies required for this assignment, as well as of the proposed methodology. The following score will be provided per each evaluation criteria:

Evaluation criteria	Total possible score
University degree in Social Policies, Public Policies, Economics, public administration, international development and/or other related science.	5 pts
Other formal education relevant for the assignment (such as training in Human Rights Based Approach, Results Based Management or Monitoring and Evaluation) is an asset.	5 pts
At least 5 years of relevant <b>professional experience</b> in monitoring and evaluation, public policy and impact assessments.	10 pts
Previous experience of <b>collaboration with Government of Moldova in developing sectorial policies</b> , especially demographic ageing, in particular State Chancellery, National Commission on Population and Development and Ministry of Labour, Social Protection and Family.	5 pts
Experience of <b>work with development partners</b> , in particular UN/UNFPA and EU (successful experience in working with UN agencies is an asset).	5 pts
Experience in organization, moderation and or facilitation of <b>participatory</b> team-works, joint researches, national/local level consultations, trainings.	5 pts
Fluency in Romanian and English. Working knowledge of one or more additional languages relevant for Moldova, including Russian, Bulgarian, Gagauzian, Romani, Ukrainian or sign language would be an asset.	5 pts
<b>Proposed methodology</b> for developing the new Action Plan on Active Ageing with a clear approach in having an evidence-based, budgeted and result-orientated document.	60 pts
<b>Total:</b>	<b>100 pts</b>

Signature of Requesting Officer:  Mr. Eduard Mihalas, Programme Analyst on Population & Development and Gender Date: 02/08/2016	Approved by:  Mrs. Natalia Cojohari, Assistant Representative Date: 02/08/2016
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