**ANNEX 1 - TERMS OF REFERENCE**

# **Name of the experts group:**

Expert on Developing a National Action Plan to Prevent Non-Medical Gender-Biased Sex Selection for 2018-2022.

# **Context and background information**

International Center for Human Development (ICHD) is implementing the project “Combating Gender-Biased Sex Selection in Armenia” (CGBSSA) funded by the United Nations Population Fund since June 2017 (hereinafter referred to as *the Project*). The Project envisages mobilizing local consultancy and provides the rationale for the Expert on Developing a National Action Plan to Prevent Non-Medical Gender-Biased Sex Selection for 2018-2022 (hereinafter referred to as *the* *Expert*).[[1]](#footnote-1)

In March 2017, the UNFPA, supported by the European Union launched new global project aimed at strengthening evidence-based national policies and programmes in addressing son preference, low value of girls and gender inequalities resulting in gender-biased sex selection in countries of prevalence in Asia and the Caucasus.

This project on “Inter-Regional Global Program to Prevent Son Preference and the Undervaluing of Girls” (IRGPPSPUG) will achieve its goal through three specific objectives: (i) SO Outcome 1: The existing knowledge base on sex ratio imbalance through demographic, socio-cultural, operational and policy research at national and regional levels expanded; (ii) SO Outcome 2: Multi-stakeholder and multi-sectoral national and regional capacity for advocacy, development, implementation and monitoring and evaluation of policies and programmes to address sex selection are strengthened; (iii) SO Outcome 3: An inter-regional mechanism to monitor trends, exchange information and tools, and maintain dialogue among countries of prevalence through south-south and triangular cooperation established.

The target groups of this Global Programme are the Governments in countries of prevalence in Asia (Bangladesh, Nepal and Vietnam) and the Caucasus (Armenia, Azerbaijan, Georgia) at both national and sub-national level, academic institutions, international and national non-governmental organizations (NGOs), community-based organizations, religious communities and faith-based organizations and the media.

In the framework of UNFPA’s above-mentioned EU supported project in Armenia ICHD is implementing specific activities under CGBSSA project, including Support development of the National Action Plan (*Output 2.1.1*). Specifically, ICHD will develop a multi-stakeholder mid-term draft National Action Plan to Prevent Non-Medical Gender-Biased Sex Selection for 2018-2022 (hereinafter referred to as *the* *National Action Plan or NAP)*.

In late 2014, the advocacy efforts of ICHD and a few other key actors led by UNFPA/Armenia resulted in recognition of the prevention of sex selective abortions as a priority issue by the Government. In early November 2014, the Prime Minister of the Republic of Armenia have instructed the Minister of Health of RA and the Minister of Labour and Social Affairs to draft and to submit to the Government of Armenia a comprehensive plan of action to prevent sex selective abortions[[2]](#footnote-2). Representatives of UNFPA, ICHD, WHO, the Ministry of Health of RA (MoH), the Ministry of Labour and Social Affairs (MLSA), Office of the Human Rights Defender of RA and area experts have discussed the priorities of the draft plan of action at several multilateral and bilateral meetings. The Government of Armenia approved the draft 2015 Annual Action Plan to Prevent Gender-Based Violence developed jointly by the representatives of ICHD, UNFPA MoH and MLSA.[[3]](#footnote-3)

In mid-April 2015, the Prime Minister of RA instructed the MoH and MLSA to develop an extended mid-term programme covering the period of 2015-2017.[[4]](#footnote-4) ICHD, UNFPA, MoH and MLSA experts have developed the draft mid-term Program to Prevent Sex Selective Abortions, which has been approved by the joint decree of the Ministers in mid-May 2015.[[5]](#footnote-5) By the same joint Decree of Ministers, a Working Group has been established to coordinate the implementation of the Government’s 2015-2017 plan of action. The Working Group is chaired by Acad. Razmik Abrahamyan, Chief Obstetrician-Gynaecologist of the Ministry of Health of RA, Head of Republic Institute of Reproductive Health, Perinatology, Obstetrics and Gynaecology. The Working Group members are the senior officers from MoH, MLSA, National Statistical Service of RA and representatives of UNFPA/Armenia and ICHD. The Working Group is supported by the Deputy Ministers of MoH and MLSA.[[6]](#footnote-6)

To ensure proper coordination between key actors and effective implementation of the national policies and programs and the Project a tripartite Memorandum of Cooperation has been prepared and signed between MoH, MLSA and ICHD[[7]](#footnote-7) in mid-June 2015 (hereinafter referred to as *MoC*). The MoC was further extended by the end of December 2018.

The Expert shall operate under direct supervision of the Project’s Chief Technical Adviser (CTA) and under overall guidance provided by the above-mentioned Working Group established by the joint Decree of MoH and MLSA. The Project provides the financing base of the Expert.

# **Purpose, objectives and scope**

The Expert shall give direct policy support to the Armenian Government, civil society, human rights defenders and other key stakeholders in developing the National Action Plan, implementing relevant policy research, policy analysis and providing policy advice related to the prevention of gender-biased sex selection in Armenia. It shall particularly focus on effective public policies that would promote the value of girl for parents, families, and the society at large. ICHD expects the Expert to think proactively and "outside of the box." The term of the Expert is three months. The Expert shall conduct the policy analysis and prepare a draft National Action Plan inMarch-May2018.

The Expert shall develop a draft National Action Plan. The Expert shall focus on policy recommendations addressing both son preference and pressure created by declining fertility levels, such as policies aiming at both increased female labour force participation and improved work-life balance of women of reproductive age.

ICHD will solicit consultancy services to develop draft National Action Plan under this ToR. In this process, the Expert shall closely collaborate with the MLSA and MoH. ICHD will further disseminated the results.

# **Working approach and methodology**

The Chief Technical Adviser of the Project (representative of ICHD) shall supervise the Expert.

Experts with specific competences relevant to a subject on the agenda may be invited by ICHD to deliver a presentation, peer review the drafts prepared by the Expert or submit a written document.

The interim and final drafts of the National Action Plan shall be presented to ICHD. The ICHD shall facilitated circulation and discussion of the drafts in close cooperation with MLSA and MoH. The Expert shall consolidate the comments and feedback received into final draft.

The ICHD shall publish relevant information on the activities carried out by the Expert by posting on its official website at [www.ichd.org](http://www.ichd.org).

The draft National Action Plan shall consist of:

* Draft Joint Decree of the Minister of Labour and Social Affairs of the Republic of Armenia and the Minister of Health of the Republic of Armenia. The draft Joint Decree shall meet the standards of relevant legal documents and shall, in particular, provide reference to the regulatory framework, statement related to approving the National Action Plan; shall provide relevant tasking and shall define officials responsible for oversight over the implementation of the Joint Decree.
* Annex I, which shall provide sections of introduction/background, brief description of the situation, priorities, goals and objectives, expected results, financial resources, related risks.
* Annex II, which shall provide a matrix of the National Action Plan with numbered actions, expected results, time frames, indicators, key implementing institutions, co-implementers/partners, sources of financing.

The Expert shall usually work in their premises and hold meetings with Project team at ICHD premises. The Expert shall submit the final draft National Action Plan by 31 May 2018.

# **Expert(s) profile(s)**

ICHD shall select the Expert from a list continually updated through ICHD open-ended call for applications considering their skills, experience and knowledge appropriate to carry out the tasks as well as discipline and gender:

* National or international recognition for the depth, reliability, and originality of their thinking in gender and development, social, health and education, including non-discrimination;
* Demonstrated practical experience in designing, managing, and implementing social, health, childcare and education policies and regulations in public or private capacities; and
* Confirmed research and advisory capacity on a national or international level.

Applicants deemed suitable for membership but not appointed may be placed on a reserve list that the ICHD may use for replacements.

The ICHD shall appoint the Expert in a personal capacity on the basis of service contracts. The Expert shall advise the ICHD independently of any external influence. The Expert shall inform the ICHD in good time of any conflict of interest that might undermine their objectivity. The Expert shall remain in office until their contract ends or is terminated.

The ICHD may decide to replace the Expert for the remainder of their term of office or terminate their tenure with or without replacement when appropriate when:

a) the Expert resigns;

b) the Expert cannot contribute effectively to the assignment any longer;

c) the Expert attends less than half of the meetings during the course of one calendar month requested by ICHD;

d) the Expert fails to fulfil the tasks defined in their individual service contract or contribute to the activities in Section 3 above;

e) the Expert does not comply with service contract clauses on disclosure of information;

f) the Expert has a conflict of interest;

g) the Expert failed to inform the ICHD in good time of a conflict of interests.

The ICHD shall welcome suggestions to amend the Terms of Reference in order to improve the functioning of the Expert at any time. On this basis or at its own discretion, the ICHD may choose to amend the Terms of Reference.

1. Project Proposal CGBSSA. Activity 1.3.1: Multi-disciplinary research on causes of GBSS and impact of interventions. [↑](#footnote-ref-1)
2. Resolution No 01/29.7/[217064]-14 N46 of the Prime Minister of the Republic of Armenia dated November 6, 2014. [↑](#footnote-ref-2)
3. Government of Armenia Protocol Decree No 13 dated March 26, 2015 on “Approving 2015 Annual Action Plan to Prevent Gender-Based Violence”. [↑](#footnote-ref-3)
4. Resolution No 02/14.7/[5916]-15 of the Prime Minister of the Republic of Armenia dated April 11, 2015. [↑](#footnote-ref-4)
5. Joint Decree of the Minister of Health of the Republic of Armenia No 1129-A dated May 8, 2015, and the Minister of Labour and Social Affairs of the Republic of Armenia No 75-A/1 on “Approving Program to Prevent Sex Selective Abortions and Creating a Working Group on the Implementation of the Program to Prevent Sex Selective Abortions” dated May 13, 2015. [↑](#footnote-ref-5)
6. ibid. [↑](#footnote-ref-6)
7. Memorandum of Cooperation between Ministry of Health of the Republic of Armenia, Ministry of Labor and Social Affairs of the Republic of Armenia and International Center for Human Development on Support to the Implementation of Actions Envisaged under National Program to Combat Gender-Based Violence, 2011-2015 Strategic Action Plan to Combat Gender-Based Violence, 2015 Annual Action Plan to Prevent Gender-Based Violence, and Program to Prevent Sex Selective Abortions dated June 17, 2015. [↑](#footnote-ref-7)