

TERMS OF REFERENCE

Contract	Mongolia		
Project	L3605/G9191-MON: Ensuring inclusiveness and service delivery For persons with disabilities		
Expertise	C7B- Senior Disability Data and Poverty Consultant, intermittent		
Source	National	Category	Independent

Objective/Purpose of the Assignment:

The Government of Mongolia is implementing the "Ensuring inclusiveness and service delivery for persons with disabilities project" (Project) with Loan No.3605 from the Asian Development Bank (ADB). The Project aims to support the employment of persons with disabilities (PWD) by increasing access to services and livelihoods and self-reliance of PWD in Ulaanbaatar and the provinces (aimags) and thereby increasing their contribution to the economy and society.

See details on <https://www.adb.org/sites/default/files/project-documents/48076/48076-002-rrp-en.pdf>

The Ministry of Labor and Social Protection (MLSP) of Mongolia will engage with an international expert and one national consultant to support Mongolia's National Statistical Office (NSO) in collecting and analyzing comparable international data on disability. MLSP will select the consultants in accordance with ADB's "Guideline on the Use of Consultants" (as amended from time to time).

The assignment has the following objectives:

1. Gather the statistical data and outcomes of the Household Socio-Economic Survey (HSES) and other surveys, support the international expert (Expert) in developing recommendations for survey questions and templates/tables for HSES report which includes statistics on PWD's livelihoods and poverty rates;
2. Support the Expert in developing guidelines on improving disability statistics and creating a database of service providers and building capacity for NSO staff and other relevant users;
3. Gather all necessary data for calculating indicators of the Incheon Strategy, support the Expert in producing a report on indicators monitoring the implementation of the Incheon Strategy, and to support in conducting training for capacity building.

C. SCOPE OF CONSULTING SERVICE:

The consulting service will cover the following tasks but not limited to:

Under objective 1:

- 1.1. Gather the statistical data and outcomes of the HSES and other surveys on disability using the WG recommendations;
- 1.2. Support the international expert in developing a new or revised set of questions/tools for the data collection on the level of livelihood, an income of PWD and their access to social protection services. Assist the Expert in developing templates/tables for HSES report which includes statistics on PWD's livelihoods and poverty rates;
- 1.3. Support the introduction of the measurement of functional disability in other surveys along with relevant analysis and changes to publications;

Under objective 2:

- 2.1. Research surveys on disability statistics and the mechanism for collecting and analyzing the disability data;
- 2.2. Assist the Expert in developing guidelines on improving disability statistics and creating of a database of service providers;
- 2.3. Provide assistance to the international expert in developing and implementing training programs, modules and training resource materials on methodologies for the use of disability statistics and survey data;

Under objective 3:

- 3.1. Gather all necessary data for calculating indicators of the Incheon Strategy and other policy documents;
- 3.2. Support the Expert in producing a report on indicators monitoring the implementation of the Incheon Strategy;
- 3.3. Support the Expert in developing and implementing training programs, modules and training resource materials on monitoring the implementation of Incheon Strategy.

D. CONSULTANT'S QUALIFICATIONS/SELECTION CRITERIA

Education: Suitable candidates should have a graduate degree in statistics, economics or equivalent discipline.

Experience: Candidate should have at least 8 years of experience in working with statistical offices, statistical systems and analysis of household surveys, preferably with experience in information technology.

Language proficiency: The consultant will need to be fluent in English and will need to be able to provide interpretation for the international consultant

Other: Excellent knowledge of statistical software including STATA and SPSS and good interpersonal skills.

E. SUPERVISION AND REPORTING

The consultant will report to the Director, Population Development Department (PDD) at the MLSP and PIU Coordinator. The consultant will interface on technical matters related to the assignment with the officials from the MLSP, NSO and the Director of PDD. Work progress will be presented during the working group meeting or other meetings as required.

The Client shall evaluate the Consultant's performance on an output basis and approve the invoices for the delivered outputs.

Within a week of placement of the consultant, a work plan will be approved by the Client which will serve as a basis for measuring progress on the planned outcomes of the entire consultancy service.

The consultant will prepare and submit a **summary progress report** detailing the achievements and impediments in executing the assignment effectively.

The Client and PIU will provide input on the evaluation of the consultant's performance. The final reports are to be submitted to the Ministry of Labor and Social Protection, National Statistics Office and PIU should be in both hard and electronic form.

Provide assistance, support and work collaboratively with the international consultant on: (i) mentioned

scope of works in section (C); (ii) support and assist the international consultant to understand existing provisions and legal foundations of the country; (iii) collect and provide related documents upon request to the international consultant; (iv) work collaboratively by tailoring drafts proposed by the international consultant for Mongolian situation; (v) work as mediating person when the international consultant is off-site; and (vi) provide verbal and written translations to international consultant.

The national consultant will work daily and closely with the international consultant and relevant officials assigned by the Project Director for technical and organizational matters as related to the assignment.

The client will provide office space and assign the international consultants to work with the consultant as well as officials to accept deliverables stated in the contract.

Places of Assignment:	Days Estimated	Dates (dd/mm/yyyy)
Ulaanbaatar	14 days	15 February 2020
Dornod Province	7 days	21 February 2020
Ulaanbaatar	99 days	1 April – 1 June 2020 1 September 2020
TOTAL DAYS (state if Intermittent)	Total 4 person-months intermittently over 12 months. 120 days	

NOTE: Actual schedule to be confirmed with User Unit.