



International Organization for Migration (IOM)

The UN Migration Agency

Annex 2 - TERMS OF REFERENCE

Version 2

September 2021

FOR THE CONSULTANCY CONTRACT OF: _____

1. **Duty Station of the Consultancy:** Bishkek, Kyrgyz Republic
2. **Duration of Consultancy:** 15 January to 30 September 2022
3. **Nature of the consultancy:** Consultancy to Support IOM Mission in the Kyrgyz Republic in the Implementation of the Migration Governance Indicators (MGI) in the Kyrgyz Republic, Category B Consultancy¹.

4. **Project Context and Scope:**

This is an era of unprecedented mobility, and the need to facilitate orderly, safe, regular and responsible migration and mobility is becoming increasingly relevant. The necessity to face the challenges and to maximize the opportunities that this mobility brings has been recognized with the inclusion of migration in the 2030 Agenda for Sustainable Development, which highlights the positive contribution of migrants to inclusive growth and development in, among others, target 10.7 “orderly, safe, regular and responsible migration and mobility of people, including through the implementation of planned and well managed migration policies”.

To help countries understand what well-managed migration policies might look like in practice, IOM worked with The Economist Intelligence Unit (EIU) to develop the Migration Governance Indicators (MGI), a standard set of approximately 90 indicators, which helps countries identify good practices as well as areas with potential for further development and can offer insights on the policy levers that countries can use to develop their migration governance structures.

Since 2015, 68 countries have embarked on the MGI process, including the Kyrgyz Republic. This year, IOM and the EIU will assess migration policies based on the MGI framework and organize inter-ministerial dialogue to discuss and validate the data.

5. **Organizational Department / Unit to which the Consultant is contributing:**

Migration Governance Indicators (Follow Up Assessment in Kyrgyzstan)
Labour Mobility & Human Development Unit

6. **Category B Consultants: Tangible and measurable outputs of the work assignment**

The overall objective of this assignment is to support the implementation of the Migration Governance Indicators assessment in the Kyrgyz Republic in coordination with, and under the process and methodology defined by IOM’s MGI team.

¹ Category B Consultants are paid based on deliverables specified in the ToR

Headquarters:

17 route des Morillons • C.P. 71 • CH-1211 Geneva 19 • Switzerland
Tel: +41.22.717 91 11 • Fax: +41.22.798 61 50 • E-mail: hq@iom.int • Internet: <http://www.iom.int>

Under the overall supervision of the Head of Office of IOM Mission in the Kyrgyz Republic, and direct supervision of Programme manager and in coordination with the MGI team, the consultant will conduct the following tasks on a four-installment payment basis:

1. First deliverable - Act as IOM Mission Focal Point for Data Collection – by 28 February 2022

- a) Act as the focal point for IOM Kyrgyzstan in the MGI process (for the duration of the consultancy);
- b) Act as the focal point at IOM Kyrgyzstan for EIU to conduct the MGI assessment;
- c) Assist the EIU researcher by directing them to relevant information and putting them into contact with appropriate IOM and government officials who could be interviewed for data collection; performing in-person interviews with government officials may be required.

2. Second deliverable -Review draft assessment of migration policies – by 30 April 2022

Matrix:

- a) Review the data collected and compiled by the EIU for 90 indicators;
- b) Engage government actors in the review of the 90 indicators if deemed appropriate;
- c) Provide corrections and additional relevant information for review by the MGI team;
- d) Indicate which topics in each of the six dimensions should be highlighted by the EIU in the short report (of approximately 6-8 pages).

Report:

- a) Review the short report produced with the data collected;
- b) Engage government actors in the review of the report ;
- c) Provide corrections and additional relevant information for review by the MGI team.

3. Third deliverable - Inter-ministerial or multi-stakeholder consultation – by 30 June 2022

- a) Organize an inter-ministerial/multi-stakeholder consultation to present the draft MGI country profile, liaising with the MGI team as needed;
- b) In coordination with the MGI team, assist in preparing the presentation of results of the consultation;
- c) Compile input from the Government on the country profile;
- d) If appropriate, prepare recommendations on the way forward based on the MGI results to be discussed at the meeting.

4. Fourth deliverable - Final report – by 30 September 2022

- a) Integrate comments from the consultation into the country profile drafted by the EIU and ensure it is validated by the government;
- b) Send the country profile to the MGI team, which will prepare a short summary country report to be presented in the Global Migration Data Portal along with the longer pdf version of the report.

7. Performance indicators for the evaluation of results

1. First deliverable – interviews with government stakeholders and academia conducted – 25% of total fee;
2. Second deliverable - draft assessment of migration policies reviewed – 25% of total fee;
3. Third deliverable – Inter-ministerial or multi-stakeholder consultation organized and moderated – 25% of total fee;
4. Fourth deliverable - comments from the consultation Integrated into the country profile – 25% of total fee.

8. Education, Experience and/or skills required

- University degree in Economics, International Relations, Business Administration, the Social Sciences, Law, Development Studies, International Affairs or any related discipline;

- Strong background in migration policy in the Kyrgyz Republic, experience/knowledge in government structures in the Kyrgyz Republic is an advantage;
- Computer literacy, especially Microsoft Word, PowerPoint and Excel;
- Strong organizational skills;
- Ability to timely understand the Organization's structure and portfolios;
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds;
- Proven ability to produce quality work accurately and concisely according to set deadlines;
- Practical experience of how to multi-task, prioritize and work independently;
- Knowledge of Russian and Kyrgyz language is mandatory; knowledge of English is an advantage.

9. Travel required

No

10. Competencies

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible;
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct;
- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results;
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes;
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work;
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.