
Terms of Reference

Position Title:	International TIP Consultant/Expert on NRM (National Referral Mechanism)
Duty Station:	Ashgabat
Classification:	Consultant
Type of appointment:	Short term contract
IOM Project to which the Consultancy is contributing:	<i>Strengthening the National Action Plan on TIP in Turkmenistan to ensure coordinated assistance and a victim-centered approach</i> - the project funded by the Office to Monitor and Combat Trafficking in Persons, U.S. Department of State
Start date:	July, 2016

Background information:

Established in 1951, IOM is the leading inter-governmental organization in the field of migration and works closely with governmental, intergovernmental and non-governmental partners. IOM established its office in Turkmenistan in 1998 year. Since then, IOM in Turkmenistan has been promoting humane and orderly migration for the benefits of all, providing services and advice to the government as well as to migrants. IOM Turkmenistan will continue its work within the five functional areas: migration and development; counter-trafficking and assistance to migrants; technical cooperation and border-management; operational movement; emergency response and community stabilization;

Introduction:

The program on combating human trafficking in Turkmenistan is implemented through four components: prevention, protection, prosecution and partnership. This envisages an integrated response to preventing the phenomenon, protecting victims through direct assistance, and enabling the government to combat TIP themselves through the provision of technical cooperation, as well as addressing the causes and consequences of trafficking. Combating TIP is an integral part of IOM's Strategy in Central Asia and the project will contribute to promote the priority area in combating human trafficking by "establishing sustainability through institutional capacity building of governments' institutions, law enforcement agencies and civil society" (IOM's Strategy Central Asia, 2010-2015). The project on "***Strengthening the National Action Plan on TIP in Turkmenistan to ensure coordinated assistance and a victim-centered approach***" funded by the Office to Monitor and Combat Trafficking in Persons, U.S. Department of State, is considered as follow –up of the previous projects, and aims to assist the Government of Turkmenistan to strengthen its overall response to Trafficking in Persons through promoting the National Action Plan on Combating Human Trafficking (NAP) and facilitating its ongoing implementation as well as reinforcing the capacity of law enforcement, judicial officials and civil society advocates to ensure the coordinated investigation, prosecution. And adjudication of trafficking cases, while promoting the institutionalization of an NRM and enhancing intra-governmental and government-civil society cooperation through promoting MOUs with relevant and strategic partners. A TIP Working Group (established from representatives of different sectors, such as



government institutions, law enforcement agencies, NGOs and public organizations, for the development of NAP) will be engaged in the project.

Objective:

Within the frame of the project on “***Strengthening the National Action Plan on TIP in Turkmenistan to ensure coordinated assistance and a victim-centered approach***”, IOM in Turkmenistan aims to contribute to combating-trafficking in persons in Turkmenistan through the development, institutionalization and implementation of National Referral Mechanism (NRM) under the direction of the NAP, to identify and provide assistance to victims of trafficking using a victim- centered approach.

Under the social support and protection of victims and witnesses component of the TIP NAP, activities are planned to support, protect, repatriate, and provide social and legal services to victims of trafficking. In order to operationalize this support and the protection component of the NAP, an NRM for identifying and referring VoTs to available services must be established. And also, to have the most efficient NRM, a formal cooperation agreement (MoU) should exist between all of the NRM stakeholders. Therefore, the main focus of this objective is to develop NRM and promote for its institutionalization with the state system. The NRM will also strengthen cooperation between the government and civil society. The current contract will contribute to the achievements of the following output:

- *ToR for NRM working group is developed;*
- *Desk review report is developed, including systemic gaps and recommendations for NRM;*
- *NRM for Turkmenistan is drafted in a coordinated and victim-centered manner;*
- *Multi-party MOU within NRM discussed, drafted and final draft submitted to the government of Turkmenistan.*

Context:

Within the frame of the contract, the Consultant/Expert/Trainer will be responsible for developing ToR for NRM working group, for developing desk review based report on existing social protection and support system, including gaps and recommendations for NRM as well as presenting the report to the Working Group. He/she will be also responsible for facilitating the discussion of the Working Group on the development of NRM and MoU within NRM, compiling and submitting report on event with feedbacks and recommendations. The final versions of both documents, after the consent of all Working Group members, will be passed to competent authority to be submitted to the Government for official approval.

Core functions/responsibilities:

- ❖ *to achieve the development of the ToR for NRM working group:*
 - Discuss the aim, purposes and objectives of the output with IOM Turkmenistan;
 - Develop and discuss draft ToR for the working group during working meetings, submit the final version of ToR to IOM;
 - Submit the meeting report within 10 working days after the conducted event including analyses and recommendations for further actions;

❖ *to achieve the development of the desk review report on existing social protection and support system , including systemic gaps and recommendations for NRM:*

- Discuss the aim, purposes and objectives of the output with IOM Turkmenistan;
- Analyze the existing support, protection, repatriation, social and legal services available to VoTs and develop desk-review report including gaps, analysis and recommendations on the existing support, protection, repatriation, social and legal services available to VoTs;
- Discuss expected outcomes and results of expected meeting with IOM;
- After coordination with IOM, present developed desk review report to Working group;
- Develop and draft presentations, agenda, handouts, pre and post evaluation forms for the event, if needed (handouts preferably in Russian);
- Submit the final version of the desk review report to IOM, taking into account the suggestions and comments provided during working group discussion;
- Submit the meeting report within 10 working days after the conducted event including analyses and recommendations for further actions based on the results of the pre-and-post evaluation forms.

❖ *to achieve the development of NRM in coordinated and victim-centered manner:*

- Discuss the aim, purposes and objectives of the output with IOM Turkmenistan;
- Develop the draft NRM, taking into account the desk review report and submit to IOM;
- Discuss expected outcomes and results of expected meetings with IOM;
- After coordination with IOM, present developed NRM to Working group;
- Develop and draft presentations, agenda, handouts, pre and post evaluation forms for the events, if needed (handouts preferably in Russian);
- Conduct regular two-day meetings during 2016, 2017 and 2018, facilitating and supporting participants in the discussion;
- Submit the final version of the NRM to IOM, taking into account the suggestions and comments provided during working group discussions;
- Discuss the dates of meetings with IOM Turkmenistan and plan the trip to Ashgabat for conducting the meetings;
- Submit the meeting report within 10 working days after the conducted event including analyses and recommendations for further actions based on the results of the pre-and-post evaluation forms.

❖ *to achieve the development of MoU between all of the NRM stakeholders:*

- Develop the MoU between all of the NRM stakeholders, which will facilitate close and official of cooperation of parties;
- Develop and draft presentations, agenda, handout materials and to IOM Office in Turkmenistan for the consideration and final approval (handouts preferably in Russian), if needed;
- Submit to IOM the final version of MoU, which was finalized taking into account all suggestion and comments provided during the working meeting discussions;
- At the end of the meetings, conduct pre and post evaluation of participants if needed;
- Submit the meeting report within 10 working days after the conducted event including analyses and recommendations for further actions based on the results of the pre-and-post test evaluation forms.

Education, experience and competencies:



- a) Doctoral or Master's Degree, preferably in Law, International Relations, Political or Social Sciences and/or in Migration and Human Trafficking or in other related fields. Or, alternatively, a practical experience in the area of counter-trafficking;
- b) Minimum 5 years of experience of work in the field of counter-trafficking, including victim centered and coordinated approach as well as work on developing and implementing NRM, SOP and other regulatory acts;
- c) Experience working with specialized international agencies (UN Agencies, International Organizations, and International specialized NGOs) in the area of human trafficking is an asset;
- d) Experience working in the Central Asian region is preferable;
- e) Experience in conducting trainings, workshops on TIP issues;
- f) Ability to work with the adult audience;
- g) Ability to clearly communicate, express and share ideas and knowledge with the audience;
- h) Knowledge of Russian (advantage).

The deadline for submission of cover letters with CVs is 20th of July 2016 COB. All interested candidates should email documents to morazmuhamedova@iom.int and gberdiyeva@iom.int