



Project implemented by IOM



Project funded by the European Union



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TERMS OF REFERENCE FOR EXTERNAL EVALUATION

Action to Protect and Assist Vulnerable and Exploited Migrant Workers in Middle East and North Africa – PAVE Project (Contract n° DCI-MIGR/2012/283-102)

1. INTRODUCTION

International Organization for Migration (IOM) is implementing a 36-month regional PAVE Project. Within its framework IOM is obliged to conduct an external evaluation (article 8 of the contract n° DCI-MIGR/2012/283-102). Evaluation plays a critical part in assessing how objectives are reached, and results achieved. PAVE Project has 1.7 million budget funded 80% by the European Union and co-funded by the Italian Ministry of Interior (7%). Project is delivered in partnership with Caritas (Jordan), National Council for Childhood and Motherhood (Egypt), Naif Arab University for Security Sciences (Saudi Arabia), Jordanian Women's Union (Jordan), in association with League of Arab States, International Labor Organization (ILO) and United Nation Population Fund (UNFPA).

2. BACKGROUND OF THE PROJECT/PROGRAMME

PAVE Project aims to promote the human rights of migrants in Egypt, Iraq, Jordan, Kingdom of Saudi Arabia, and Lebanon to protect against exploitation, exclusion, discrimination and xenophobic treatment; and supporting at the same time the fight against trafficking and smuggling of human beings in the region. To this end, this project intends to adopt a multi-faceted and encompassing approach to ensure that decision-makers, government officials, and other related institutions and public authorities in the target countries including civil society organizations and academia are duly capacitated to better and protect migrants against exploitation and exclusion. At the same time, the project will assist the most vulnerable migrant workers through the provision of direct assistance, targeted direct awareness raising and the strengthening of civil society structures. The knowledge gained from implementing the project activities will be analyzed and will be used to inform governments in shaping the policy on migrant workers. This project will therefore take action with the intended result of enhancing the capacities of governments and civil society actors in Egypt, Iraq, Jordan, Kingdom of Saudi Arabia, and Lebanon to apply international human rights standards to better protect migrant workers; with the intersecting specific objective to reduce the incidence of xenophobia towards, exclusion of, and discrimination against migrant workers achieved through awareness raising activities.

RATIONALE

Although the five governments are making significant efforts to protect migrant workers as part of their respective national and regional migration management approaches, support is needed to further enhance institutional capacity that would allow for more consistent application of human rights standards and coordination amongst all relevant actors. For example, when it comes to the anti-trafficking model within the region – a key framework to protect migrant workers - significant steps have been made. All five target countries have signed and ratified the 'UN Protocol to Suppress and Combat Trafficking in Persons, especially women and children' (UN, 2000) (hereafter 'Palermo Protocol'). At the same time, the League of Arab States (LAS, an associate of this project) issued Resolution No. 879 -27 - 15/2/2010' during its 27 session on 15/2/2012, which formalizes the Comprehensive Arab Strategy for Combating Trafficking in Human Beings (CASCTHB) and supports the recently established Anti-Human Trafficking Coordination Unit (AHTCU). In addition, the League of Arab States has recently finalized a model Arab anti-trafficking law which provides a high benchmark human rights standard within the region. Yet despite these positive steps, the US Department of State Office to Monitor



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and Combat Human Trafficking (US TIP Office), in its 2011 and 2013 annual report¹, failed to rank any of the five target countries in Tier One, meaning that none of the five countries “fully comply with the Trafficking Victims Protection Act’s (TVPA) minimum standards”. Importantly, Egypt and Jordan are considered as Tier Two because they are, according to the US TIP office, “making significant efforts to bring themselves into compliance with those [minimum] standards”. Iraq is ranked as Tier Two indicating that they “are making significant efforts to bring themselves into compliance with those standards”, Lebanon is ranked 2 Watch List, while the Kingdom of Saudi Arabia have been placed in Tier Three, meaning that they “do not fully comply with the minimum standards and are not making significant efforts to do so”.

Notwithstanding the above limitations, countries in the region did vote in favour of the domestic worker convention, signaling a willingness to extend protection for this group; and a commitment to end the exploitation, abuse and trafficking of migrant workers. In addition, all countries are signature to the UN Palermo Protocol and have anti-trafficking legislation in force, including legislation covering migrant workers. But such legalization is often not duly enforced or correctly implemented.

Recognizing the explicit needs within the region in that few victims are formally identified and assisted and too few key human rights instruments are ratified, both target sub-groups will be trained on the dynamics of labour exploitation and human trafficking in the region, the application and monitoring of the relevant international human rights standards, as well as on the application of good practice assistance models. IOM will draw upon institutional manuals and training documents such as the IOM Direct Assistance Handbook for Victims of Trafficking (IOM, 2007) and the IOM/ILO/OSCE Labour Migration Training Modules (2010). At the same time, IOM will produce new materials in the context of this project to deal with the many complex and specific issues within the region. In addition, the project will ensure that key decision-makers benefit from a study tour to the European Union to share knowledge and foster cooperation in the field of migrants’ rights protection.

As mentioned in section A, in a landmark regional counter-trafficking workshop held by IOM in June 2011 (in Jordan), government officials from ten countries in the region agreed to a set of recommendations designed to boost the capacity of their governments to identify and protect victims. It was recognized that due to the limited number of identified, assisted and prosecuted trafficking and labour exploitation cases, there is a clear need to train this population of front line actors in the respective target countries so that they benefit from further capacity building. This will in turn seek to address the outlined challenges in these areas, especially in regards to the increased identification of trafficking and labour exploitation cases; and the provision of consolidated information and action to better protect the human rights of migrants. Collectively, these results will dramatically improve the grave situation of the final beneficiaries – migrant workers - through increased protection of their rights and ultimately, reduced exploitation though raised awareness on migrants’ rights and improved legal and policy frameworks to equally ensure their protection.

PROJECT OBJECTIVES

The overall objective of the project is to contribute to the protection of migrant workers in the Middle East and North Africa. Specifically, it is aimed to:

1. To enhance the capacities of governments and civil society actors in Egypt, Iraq, Jordan, Kingdom of Saudi Arabia, and Lebanon to apply international human rights standards to better protect migrant workers;
2. To assist the most vulnerable migrant workers;
3. To empower migrant workers with a better appreciation of their rights;
4. To reduce the incidence of xenophobia towards, exclusion of, and discrimination against migrant workers.

¹ <http://www.state.gov/j/tip/rls/tiprpt/2013/210548.htm>



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ACTIVITIES

- Facilitation of a total 2 policy dialogues
- Undertaking of 5 regional workshops on international human rights standards, Monitoring, labor exploitation and human trafficking, and assistance models targeted at government officials
- Undertaking of 5 regional workshops on international human rights standards, Monitoring, labor exploitation and human trafficking, and assistance models targeted civil society actors
- One study tour to the European Union to share knowledge and foster cooperation in the field of migrants' rights protection
- Producing a research report on assisted migrant workers
- Providing direct assistance to approximately 150 exploited migrant workers identified as highly vulnerable, with a specific focus on female domestic workers
- Conducting outreach activities (e.g. through diasporas) to inform migrant workers of their rights
- Conducting awareness raising on the exploitative conditions faced by migrant workers

EXPECTED RESULTS

- Participating government officials and civil society actors in 5 countries have the knowledge and skills to apply international human rights standards in their daily work
- A research report on the protection of vulnerable migrant workers is available to relevant governments and civil society groups
- New direct assistance options are made available to vulnerable migrant workers in the 5 target countries
- Vulnerable migrant workers have the knowledge required to assert their rights in their respective national contexts
- General public sensitized on the fair and equal treatment of migrant workers

3. OBJECTIVES OF THE EVALUATION

The overall objective of the evaluation is to evaluate the project's design, management and implementation whether or not it has achieved intended results by analyzing project objectives, results and activities, with considerations to the overall objective of the project. Specific objectives include:

- Evaluate the **relevance** and validity of the choice of strategies and activities for achieving the project objective
- Evaluate the project's **effectiveness** in achieving its objective and project purposes including assessing level of quality the project has achieved.
- Analyze the **efficiency** in addressing the project objective. Measuring of how economically resources/inputs (funds, expertise, time) are converted into results.
- Analyze the project **impact** looking at primary and secondary long-term effects produced by the project intervention, directly or indirectly, intended or unintended.
- Analyze the **sustainability** of the project by looking at the lesson learned, best practices

4. EVALUATION QUESTIONS

A complete list of evaluation questions and sub-questions will be developed by the evaluation consultant and submitted to IOM and donor for consultation. The below questions are indicative of the types of questions to be addressed in the evaluation:



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Relevance

1. Are the project activities relevant to project objectives and results?
2. What were the economic, social and political challenges, and how did the project deal with them?
3. Have the projects' assumptions been accurate?
4. Which objectives could be built-on further, and which objectives (or project aspects) have not been met, yet are still relevant for the target countries because they are relevant to the needs of the project's key stakeholders?

Effectiveness

1. To what extent did the specific objectives support efforts to protect and assist vulnerable and exploited migrant workers in Middle East and North Africa? What factors contributed to the success and/or underachievement of each objective?
2. Were the target populations, target locations and activities sufficiently well-defined and implemented in order to reach the projects' objectives? If the objectives were not achieved, would other activities have been more effective in reaching the projects' objectives?
3. What are the main obstacles or barriers that the project has encountered during the implementation of the project? Has the project been successful in addressing these obstacles?
4. On the basis of the project achievements and challenges encountered, what follow-up actions can be recommended/are considered necessary?

Efficiency

1. How appropriate are the project designs to achieve project results in the context in which they operate?
2. What was the added value of a regional project compared to country based projects? What was the regional management coordination of this project like?
3. How coherent and realistic was the intervention logic?
4. What external socio-economic and political factors affected the implementation of the projects?
5. How effectively were the project performances and results monitored?

Impact

1. Are the project documents sufficiently well designed to identify which impact was expected from the project?
2. What observed changes in attitudes, capacities and institutions etc. can be causally linked to the project's interventions? Are these results, achievements and benefits likely to be durable?
3. What type of impact did the project have on their beneficiaries and relevant stakeholders? What do the beneficiaries and other stakeholders perceive to be the impact of the projects?
4. Can any unintended or unexpected positive or negative effects be observed as a consequence of the projects' interventions?

Sustainability

1. To what extent are the projects' results likely to be sustained in the long-term?
2. Is the project supported by local institutions and well integrated with social, political and cultural conditions in the countries?
3. Can the project's results be replicated or scaled up by national partners?
4. What should have been done in order to guarantee sustainability?
5. How successful has the project been in leveraging non-project resources?
6. Identify the most important results, lessons learned, or best practices that should be considered if there is any opportunity to extend this program and what should be avoided in order to improve implementation (a recommendations/next steps section)?



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5. METHODOLOGY OF THE EVALUATION

A mixed methods approach will be taken, using qualitative and quantitative evaluation techniques. In particular, comprised of:

- a documentation review: IOM Lebanon will be responsible for providing the necessary documentation, including activity and project reports, M&E tools, financial data, correspondence, specific agreements and/or sub-agreements, technical documentation reports, together with any other documentation that IOM Lebanon considers important for the evaluation exercise,
- A series of interviews with beneficiaries, NGOs and implementing partners, IOM Lebanon's project manager and Chief of Mission, staff of European Union, and other persons that IOM Lebanon or the evaluator deems necessary.
- Visits to the field to assess the impact on the intended beneficiaries (if necessary)

6. EVALUATION OUTPUTS

The outputs of the evaluation will be;

- a) an evaluation proposal which includes methodology used, indicators, evaluation questions and detailed work plan
- b) a maximum of 50-page long report in English (including an executive summary, outlining the methodology pursued, indicators, data sources and findings of the evaluation, including good practices, lesson learnt, missed opportunities, strengths and failures, gaps and challenges on the design, management and implementation of the project. The draft will be presented to IOM for comments and inputs. Based on IOM's feedback the evaluator will integrate the inputs into the report and submit the final evaluation report to IOM. The report shall include recommendations on how some of the good practices, lessons learned, gaps and challenges identified during the evaluation may be addressed or replicated in future interventions.

7. EVALUATION CONSULTANT/TEAM QUALIFICATION

An external consultant, independent to the project, is hired to conduct project evaluation. Required qualification for the assignment:

- a) Completed a university or post-graduate from accredited academic institution preferably in management, public administration, international development, or related field.
- b) Minimum 10 years of experience in project evaluation
- c) Minimum 10 years of experience in managing or evaluating counter trafficking project covering all facets of it such as prevention, protection, and prosecution
- d) Minimum of 10 years of experience in the conduct of needs and gap analysis and the associated design, development, management and implementation of counter trafficking, labor migration and/or migrant assistance project; particularly having direct experiences working on policy advocacy, capacity building, and awareness raising.
- e) Demonstrated knowledge of MENA context particularly related to trans-national organized crime such as trafficking in human beings and migrants' smuggling
- f) Demonstrated experience working to build the capacities of government officials, civil society with emphasize on the importance of coordination among Government counterparts, civil society, private sector to combat trafficking.
- g) Demonstrated sound understanding of migrant's thematic topics, i.e. trafficking in persons, labor migration, victim protection, etc.
- h) Sound understanding of criminal justice system in MENA as well as the counter-trafficking laws in the MENA
- i) Extensive experience in monitoring and evaluation and writing comprehensive reports.



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8. RESOURCES: REMUNERATION, TERMS OF PAYMENT AND TIMING:

The recruitment of evaluation team/an external consultant and evaluation costs will be borne under the project:

Remuneration

All-inclusive remuneration is up to EUR 20,000 it shall cover: consultancy fee, any communication costs, accommodation and travel. IOM shall cover duty travel expenses which includes daily subsistence allowance based on UN rates and flight tickets incurred in the conduct of the assignment.

Terms of payment

The first 50% of the total remuneration is payable upon receiving IOM's approval of evaluation proposal submitted to IOM (see Evaluation output (a)). The remaining balance shall be payable within 5 working days after receiving IOM's written approval of the final evaluation report (see Evaluation output (b)). IOM shall review and approve the report no later than 5 working days after submission of the final report by the Evaluator.

Timing

The provisional timetable for the evaluation consultant, with a maximum of 40 working days, is as follows:

#	Description	Days
A.	Submission of Evaluation Proposal	5
B	Briefing	12
	Meetings with Project Management Team in Beirut (PM, COM, Project Staff)	2
	Desk Review: Reviewing documents and tools developed, desk research, development of methodology	10
C	Field Visit (2 day travel time)	7
	Meetings with project stakeholders & beneficiaries	5
D	Debriefing	1
E	Report Production	15
	Drafting	10
	Submission First Draft	1
	IOM's review	5
	Finalizing	3
	Submission final draft	1
	TOTAL (A – D)	40

9. APPLICATION PROCESS

Interested applicant are invited to submit to IOM Lebanon the following specific requirements as stated below:

- An updated CV and contact details;
- A sample of evaluation written by the applicant
- A 2-page approach paper discussing the evaluation methodology, including a work plan, indicators that will be adopted in carrying out the tasks in the TOR; and
- A financial proposal, including travel and accommodation costs, in Excel format

Proposals shall be submitted electronically to the Regional Project Manager at fnur@iom.int by 31 October 2015