



Terms of Reference (ToRs)

CFA 002 - 2024 – IOM-ZM

Title: Conduct a Rapid Assessment of the Availability, Accessibility, Utilization and Dissemination of Migration Data as well as Technical Needs and Institutional Capacities in Zambia

Type of Contract: Consultancy

Duration of Assignment: From 16 April to 21 May 2024 (approximately 4 weeks)

1. Background

In Zambia, migration is increasing in scale, scope, complexity and is becoming an important factor for social-economic development. Enhanced migration governance systems informed by empirical data and evidence can unlock the potential of human mobility in contributing to sustainable development while curbing the negative aspects of migration. Availability of quality, timely, reliable, accessible and comparable migration data is the lifeblood for effective policy formulation, migration governance and targeted interventions for protecting and upholding the rights of migrants including vulnerable groups such as women, girls, children and the youth. Zambia is a source, transit and destination country for mixed migration flows both within the region and beyond. The migration dynamics and complexity present the country with both challenges and opportunities requiring strategic policy responses informed by credible and reliable migration data. Further, this requires the enhancement of the cooperation, coordination mechanism (in collecting, storing, sharing data) among relevant State agencies, as well as functioning of a comprehensive, up-to-date statistics system and highly skilled and trained staff.

The Government of the Republic of Zambia's (GRZ) National Migration Policy acknowledges that effective migration management, requires accurate and reliable disaggregated migration data. The GRZ further recognizes some successes in promoting evidence-based migration management, as evidenced, among others, by the development of a National Migration Profile, the Migration Governance Indicators (MGI) and the National Migration Policy among others, all of which were supported by the International Organization for Migration (IOM). However, there are still inadequacies in the collection, storage, management, analysis and sharing of migration data. This is compounded by the limited capacity of staff in some government institutions collecting migration data.

2. Objectives

The overall objective of this assignment is to contribute to evidence-based migration management in Zambia.

The specific objectives of this assignment are as follows:

- a) Mapping out the stakeholders and propose measures to improve coordination among key players involved in collection, analyzing, use and management of migration data in Zambia.



- b) To assess the current state of migration data, including data on migration and development, irregular migration, internally displaced persons (IDPs), refugees, remittances, diasporas, labor migration, human trafficking, and migrant children in Zambia.
- c) Highlight critical gaps related to data collection, storage, sharing, management, analysis, reporting and data quality control as well as propose ways to address the identified gaps in the short, medium and long-term.
- d) To assess the infrastructural platform (databases, storage systems, retrieval mechanisms, software and hardware) for data exchange and sharing migration data.
- e) To assess the technical and institutional human resource capacity needs and propose capacity building needs based on established gaps.
- f) To recommend improvements in data collection methods and data sharing mechanisms.

3. Tasks/Job Description

The assessment will be carried out by a consultant in close collaboration with the International Organization for Migration (IOM) under the overall supervision of IOM Zambia in close collaboration with Zambia Statistics Agency (ZamStats), the Department of Immigration and Steering Committee on Migration Data. The Consultant will perform the following tasks:

- a. Develop a work plan and data collection methodology for the assessment on migration data.
- b. Conduct a comprehensive stakeholder analysis/mapping to determine key players in the field of migration data including institutional and coordination mechanism.
- c. Carry out an assessment on migration data, including data on migration and development, irregular migration, internally displaced persons (IDPs), refugees, remittances, diasporas, labor migration, human trafficking, and migrant children by indicating appropriate available data sources, evaluations of the quality of existing data sets and identification of information gaps.
- d. Produce and present to key stakeholders a detailed data assessment report containing findings of the assessment, identified gaps, as well as recommendations for the development of a National Migration Data Strategy, an integrated information management system and a database for migration data.
- e. Work closely with SCMD to provide technical input on the migration data assessment.
- f. Perform such other duties pertaining to this assignment as may be assigned by the IOM Zambia Programme Manager.

4. Deliverables

The consultant is expected to deliver the following deliverables by the stated timelines:

- I. **A project inception report (23 April 2024):** The report should include background and literature review, scope of the assignment and methodology, composition of the team, consultation mechanisms, workplan among others. – **1st Payment (10%)**.
- II. **Draft Rapid Assessment Report on Migration Data (11 May 2024):** Highlight stakeholder mapping, migration data availability, the critical gaps related to data collection, storage,



sharing, management, analysis, reporting and data quality control as well as propose ways to address the identified gaps in the short-term, medium term and long-term. This report must be 50 pages maximum in length – **2nd Payment (40%)**.

The report should include annexes in excel format with metadata on the results of the study for easy reference, including:

- Inventory, description, baseline data and evaluation of all existing migration-related data, its quality, format, etc. and gaps;
 - Assessment of the infrastructural platform (databases, storage systems, retrieval mechanisms, software and hardware) for data exchange and sharing of migration data;
 - List, description, and evaluation of human resources, those responsible for migration-related data collection, processing, storage, authorization and sharing, with relevant roles, responsibilities, qualifications and skills, as well as gaps and needs;
 - Migration data in the format currently available (raw data, files, reports); and
 - Presentation of results to stakeholders.
 - A consolidated form of all the data collection instruments by the various stakeholders as one of the annexes so that they could be standardised
- III. **Final approved report (21 May 2024):** The report should be validated by the Steering Committee and IOM management. The following annexes should be attached to the final report: **3rd and final payment (50%)**.
- All notes from meetings with stakeholders, including a list of all respondents in consultations, interviews, and other meetings.
 - All available statistics gathered in the course of the data collection and assessment process.
 - All references and sources consulted.
 - Any other material relevant to the assignment.

5. Consultant's Minimum Qualifications and Experience

- Advanced degree in demography, economics, statistics, sociology, health and/or other social science related areas relevant for the assignment; preferably with training in research methods;
- Minimum six years' experience in statistical research on human development /migration, health;
- Experience with data assessments including migration data strongly desired and proven experience in developing analytical works in the field of migration, health or related domains such as social policy;
- Knowledge of statistical methods and migration data sources at the national and regional level required;
- Confident use of statistical analysis software (i.e. SPSS, STATA) and social research methods;
- Strong analytical, writing and communication skills; ability to draft text clearly and concisely written English essential.



6. Submissions and Closing Date

Potential candidates who meet the above qualification to submit the following:

- **Technical proposal** including a letter of motivation, detailed curriculum vitae(s), a short Concept Paper outlining your proposed approach to the assignment (including timelines).
- **Financial proposal** including all the professional fees, and any other cost elements.
- **Proof of previous related work** and at three traceable references (if not included in the CV).
- Provide documentary proof of professional and academic qualification and testimonials.

Application to be addressed to the Resource Management Officer (RMO), IOM Lusaka using Recruitment email address: iomlusakarecruitment@iom.int not later than **9th April 2024** @ 12.00 midnight. Please remember to quote the Call for Application Number: **CFA002 2024- IOM-ZM** and title: **Conduct a Rapid Assessment – Migration Data** in the email subject line.

Only shortlisted candidates will be contacted.

Posting period: From 27.03.2024 to 09.04.2024