

TERMS OF REFERENCE
for NATIONAL INDIVIDUAL CONSULTANT
to support the Development of the National Action Plan on Gender Equality in Turkmenistan for 2026-2030 (NAPGE)

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Turkmenistan CO
Title:	National individual consultant to support the Development of the National Action Plan on Gender Equality in Turkmenistan for 2026-2030 (NAPGE)
Purpose of consultancy:	<p>The National Action Plan on Gender Equality is a major policy document stating state priorities for the achievement of gender equality. Currently the country conducts an assessment of the second NAPGE covering the period of 2021-2025 which was developed following CEDAW recommendations of 2018.</p> <p>The NAPGE for 2021-2025 boosted a number of critical actions by the Government of Turkmenistan to advance the gender policy including, among others, completion and publication of the results of the first National Survey on Health and Status of a Woman in the Family (2022); adoption of the Law of Turkmenistan on Social Services (2021); piloting of social services to GBV survivors in 2 localities (2021-2022) and scaling up these services to 5 regions of the country with the support of the National Red Crescent Society (2024); inclusion of GBV module in MICS7 (2024) and publishing the results, piloting men engagement initiatives to tackle social norms that perpetuate violence against women and girls, and other.</p> <p>The Government of Turkmenistan plans to develop a new NAPGE for 2026-2030 and assigned the Working Group under the Interagency Commission on international obligations of Turkmenistan in the area of Human Rights and humanitarian law to develop the draft NAPGE. The Institute of State, Law and Democracy of Turkmenistan is a key coordinating body and partner for this assignment.</p> <p>The new, third, NAPGE will need to be based on the CEDAW Concluding Observations and UPR recommendations, the above-mentioned assessment, national commitments under the ICPD, SDGs, Beijing Declaration and Platform of Action and Nairobi Summit. The new NAPGE will also need to incorporate goals, targets and indicators agreed under the Sustainable Development Cooperation Framework between the Government of Turkmenistan and United Nations for 2026-2030 and the UNFPA Country Program for 2026-2030, as well as provide specific focus on human rights and supporting women and girls with disabilities, from rural areas and other vulnerable groups.</p> <p>Within this context, to provide technical support to support the country with the development of the new NAPGE UNFPA will hire a National Consultant (IC) who will pair up with the International Consultant to develop a focused, inclusive and impactful NAPGE. The work of the <u>National Consultant</u> will include necessary logistical and contextual support to the International Consultant in providing materials and national documents, advising on meetings with the UNFPA implementing partners.</p>
Scope of work: (Description of services, activities, or outputs)	<p>Under the direct supervision of the UNFPA Gender and Youth National Programme Analyst, the Programme Manager will be responsible for the following:</p> <ol style="list-style-type: none"> 1. <u>Literature Review</u>: support the International consultant, provide materials and review the recent literature on NAPGE in Turkmenistan, CEDAW Concluding Observations and UPR recommendations for Turkmenistan, the NAPGE 2021-2030 and its assessment, UN and

	<p>national reports, UN Cooperation Framework on Sustainable Development, UNFPA Country Programme for 2026-2030, MICS 2024 Report, Report of the Survey on health and status of a woman in the family and other relevant literature. These will include collecting information and analysing the human rights and gender equality situation in the country. - 3 days.</p> <ol style="list-style-type: none"> 2. <u>A detailed Inception Report:</u> support the International consultant and provide contextual information for the development of a work plan for the consultancy including schedule of activities, and a tentative plan for meetings with key national stakeholders - 2 days. 3. <u>Data collection:</u> in cooperation with the International consultant conduct online and offline consultations with stakeholders and participate in the NAPGE 2021-2025 assessment reporting meeting - 5 days. 4. <u>Development of the draft NAPGE:</u> In close consultations with the International consultant, provide contextual information to formulate key insights for the NAPGE that include a vision statement, implementation and accountability matrix, monitoring and evaluation plan that includes linkages with SDGs framework and indicators - 10 days. 5. <u>Validation Workshop:</u> In cooperation with the International consultant, present, discuss and review the draft NAPGE. Incorporate and synchronize all feedback from stakeholders – 2 days. 6. Support the International consultant in the <u>finalization of NAPGE 2026-2030</u> and submission of the final draft NAPGE to UNFPA and Institute of State, Law and Democracy upon incorporating all received in written feedback to be collected by the Institute – 2 days. 7. <u>Advocacy and presentation.</u> Support the International consultant and provide the contextual information in the <u>development of</u> key advocacy messages coming from the new NAPGE and present the Plan to the representatives public UN agencies – 2 days.
Expected Outcomes and Deliverables:	<p><u>The total number of days: 26 working days:</u></p> <p>Deliverable 1: Inception report by July 5, 2025</p> <p>Deliverable 2: Draft NAPGE 2026-2030 – by July 25, 2025</p> <p>Deliverable 3: Final NAPGE 2026-2030 by August 20, 2025</p> <p>Deliverable 4: Advocacy messages and presentation by August 30, 2025</p>
Duration and working schedule:	The duration of this consultancy is 26 working days from 23 June, 2025 to August 30, 2025 including operational closure of the contract.
Place where services are to be delivered:	The consultancy services will need to be delivered on a home-based.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The National Consultant will work in collaboration with the International consultant and report to the UNFPA Programme Analyst on Gender and Youth. Biweekly update on the progress, challenges encountered, and support requirements will be held.
Supervisory arrangements:	The IC will perform under the overall guidance of and report to the UNFPA Gender and Youth National Programme Analyst
Expected travel:	No travel is expected.
Required expertise, qualifications and competencies, including language requirements:	<p>UNFPA will be looking for an expert consultant with proven national experience in conducting evaluations and analysis.</p> <ul style="list-style-type: none"> • At least Master Degree in Gender Studies, Social Sciences or equivalent; • Excellent knowledge and at least 5 years of proven experience in evaluation of strategic planning documents, programmes and projects in the area of gender equality;

	<ul style="list-style-type: none"> ● Profound knowledge of gender equality thematic topics including gender legislation, international instruments, national mechanisms, addressing GBV, gender stereotypes and women issues; ● Prior experience and knowledge of gender equality systems in the Central Asia region; ● Working experience with the knowledge of UNFPA mandate is an advantage; ● Ability to integrate different experiences, methodologies, and approaches from a diverse range of stakeholders, organizations, and technical experts from multiple sectors; ● Excellent Russian speaking and writing skills required. Knowledge of Turkmen and English would be considered an asset; ● Strong analytical skills; ● Effective communication skills.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA will provide the Consultant with the available materials, information and reports. However, additional information will be identified by the Consultant through reviews, working with specialists, other.
Other relevant information or special conditions, if any:	<p>The consultancy fee will be calculated based on the NO-C level of the UN Salary Scale for National Officer category effective 1 November 2020 and will be paid in a lump sum upon successful completion of all deliverables.</p> <p>The temporary COA to charge: TKM05GEN, FPA90, GENNAP, PU0074, 71305</p> <p>To be transferred to TKM05GEN, UKB60 once the funds arrive</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date:</p>	