Terms of Reference for International Consultant
to provide rapid assessment of the current Civil Registration administrative data for credible use in register-based census in Turkmenistan

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA Turkmenistan CO
Title:	International Consultant to provide rapid assessment of the current Civil Registration administrative data for credible use in register-based census in Turkmenistan
Purpose of consultancy:	There are many different ways to conduct a population and housing census. The three main categories of census methods are the 'traditional' or interview-based census, the 'register-based' census, and the 'combined' census. The traditional census has a number of disadvantages, most significantly the need to employ a large temporary workforce for the field data collection, and to print, distribute, and process a very large number of forms. The traditional census is normally conducted only every 10 years (because of its cost and complexity) and the results often only become available in a relatively long time after data collection. To some extent the delay in producing census results is ameliorated by using electronic devices for interview-based census data collection. This does tend to increase the cost of the census operation, however.
	A totally different approach from the traditional census is the register-based census. Under this approach there is no direct collection of data from the population, and the traditional enumeration is replaced by the use of administrative data held in various registers (population register, building/address register, CRVS system, etc.). This approach permits the production of census data at a greatly reduced cost and with relatively limited manpower, once a good quality system of interlinked statistical registers has been established.
	The combined census can take many different forms, and is typically a transition phase between traditional and register-based census. In many cases it uses available data from registers to pre-populate census forms. Data gaps or inconsistencies are then addressed by actual interviews. In effect this can result in a reduced amount of field work, obviously depending on the range and quality of the registers. One of the indispensable administrative databases to be used for this purpose is the Civil Registration and Vital Statistics system (CRVS).
	Turkmenistan is considering and exploring the options for having the next census in a combined format using administrative resources. From that perspective, the State Statistics Committee of Turkmenistan (SSC) is interested in understanding and exploring the resources of the national CRVS system for supplying comprehensive data for the next census and identifying its potential to serve as one of the sources of population data. Therefore, an assessment of the national CRVS system and review of completeness of the CR administrative data for credible use in register-based census is planned.
	With all these in mind, the UNFPA in Turkmenistan is to commission an assessment of the potential use of the national Turkmenistan CRVS data system for register-based census. An international expert will be hired to conduct the assessment.
Scope of work:	The international consultant will need to provide the following services in a remote (online) format:

(Description of services, activities, or outputs)	1. Discuss and consult with the SSC the objective, expectations and needs of the assessment (1 day in August 2024).
	2. Desk review of information and materials received from the SSC and consultations with national CRVS stakeholders such as the Ministry of Health, Ministry of Justice, CR Office. During the consultations, prepare and present information on current status and practices in register-based censuses in the region of ECA to inform the national stakeholders on benefits and potential challenges (10 days in August 2024).
	3. Analyze collected information and draft the report describing the current situation and practices, completeness of data on vital events, availability of census variables, missing variables, and recommendations for ensuring maximum data for census. The report shall also include information on other relevant databases that can be linked (or are already linked) to the CRVS system (or another base register) to identify the census variables they could supply (8 days in August 2024).
	4. Present the draft assessment report for UNFPA, SSC and national stakeholders to get feedback (2 days in August 2024).
	5. Complete the report based on feedback received and deliver the final version (1 day in August 2024).
Duration and working schedule:	Duration of the assignment is from 05 to 31 August 2024. Total number of working days: 23
Place where services are to be delivered:	Ashgabat, Turkmenistan. All deliverables will be provided in an online/electronic format.
Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.):	The NC will deliver all deliverables within the period of the assignment from 05 to 31 August 2024. All consultations, meetings and presentations will be provided in an online format. The assessment report will be provided in an electronic version.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The IC's work will be monitored by the Programme Analyst on Population Dynamics of UNFPA CO in Turkmenistan.
Supervisory arrangements:	The NC will perform under the overall guidance of and report to the Programme Analyst on Population Dynamics of UNFPA CO in Turkmenistan.
Expected travel:	No travel is expected under this assignment.
Required expertise, qualifications and competencies, including language requirements:	● Advanced university degree in Economics, Demography, Statistics, or another related technical field ● At least 7 years of relevant experience in preparations and holding population and housing censuses, methodologies and their application, CRVS systems ● Strong analytical, communication skills, including experience in preparation of reports, analytical references ● Results driven, ability to work under pressure and to meet required deadlines ● Experience in providing census consultancies in the regions of Central Asia and CIS ● Cultural and gender sensitivity ● Fluency in Russian. Knowledge of English is desirable.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space,	The UNFPA will provide the IC with all necessary materials, data, information, and reports that are available.

equipment), if applicable:	
Other relevant information or special conditions, if any:	The IC's daily fee is calculated on the basis of P4 level of the UN salary scale effective 1 January 2024 and will be paid in a lump sum upon quality provision of all deliverables.

Signature of Requesting Officer in Hiring Office:

Date: