

UNFPA Turkmenistan

Terms of Reference for Individual consultancy services.

TERMS OF REFERENCE	
Hiring Office:	UNFPA Turkmenistan CO
Title:	Consultant for individual consultancy services (international) on Strengthening the capacity of the National Forensic-Medical Service in the identification and expertise of domestic and sexual violence
The background and purpose of the consultancy:	<p>Turkmenistan conducted its first-ever national survey on the prevalence of violence against women in families in 2020 and published its results in 2022. The sample survey titled “Health and Status of a Woman in the Family in Turkmenistan” was the first national experience in collecting data and analyzing the problem of domestic violence against women based on the interviews with women aged 18-59 years in all regions of the country. The survey revealed that 12% of women in Turkmenistan, aged 18-59, have been subjected to physical and/or sexual violence by an intimate partner, that is, every eighth woman in the country who is or was in a marriage or relationship, has such an experience.</p> <p>Moreover, due to the lack of knowledge and the toxic masculinity environment, GBV survivors are still recognized among professional society (medical, social, and law enforcement) as victims of crimes without gender-sensitive needs.</p> <p>Having that, UNFPA CO collaborates with the government on promoting the MSR to GBV approach, including (i) scaling up the GBV services, (ii) developing SOPs, (iii) training key professionals to introduce the program of working with perpetrators, as well as (iv) strengthen the capacity of forensic medical expertise.</p> <p>This assignment's purposes are (i) to develop recommendations to bring closer the national forensic medical regulations to advanced international practice in forensic medical examination of GBV survivors and (ii) to raise awareness of the national forensic medical workforce on the advanced international standards in forensic medical examination of GBV survivors.</p>

Scope of work:

The International consultant will work on all expected outputs under the direct supervision of the UNFPA Reproductive Health Program Specialist, and together with the national experts throughout all the process of work, which includes the following:

Phase 1. Rapid assessment of the current situation

It is expected that during this phase, the International consultant will be focused on two goals:

1. Identifying gaps between existing legislation and practice in forensic medical examination and advanced international standards, including but not limited by [“Health care for women subjected to intimate partner violence or sexual violence. A clinical handbook”](#) (WHO, 2014), and [“Forensic Evidence Processing in Gender-Based Violence Cases. Handbook for Criminal Justice Practitioners”](#) (UNODC Regional Office for Southern Africa, 2024).
2. Developing recommendations to implement the mentioned above advanced international standards into the national legal landscape.

This phase should be conducted by desk review and comparison of the mentioned above advanced international standards and the following existing legislation and documents

- Current national criminal and criminal procedural legislation on organization and ensuring forensic medical examination of living GBV survivors in all stages of the criminal investigation
- Subsidiary legislation on forensic medical examination of living GBV survivors (processing evidence, DNA analysis, quality assurance of the lab testing, admissibility of forensic evidence, etc.) This section also should cover the signs and methods to identifying the victims of human trafficking
- Assessment of the existing level of technical equipment and laboratory methods used in processing evidence and forensic medical examination of living GBV survivors (and the victims of human trafficking) at the Central Forensic Medical Laboratory (Ashkhabad)
- Recommended legislative amendments, other procedural changes, and list of equipment to process evidence and conduct forensic medical expertise of living GBV survivors.

Phase 2. Developing a training package

It is expected that a training package will be problem-based and developed by customizing advanced international standards on the forensic medical examination of the living GBV survivors (as well as victims of human trafficking) with the findings of the first phase of this assignment.

The training package has to satisfy the following requirements:

- Training duration 3 working days
- Initial (pre-test) and final (post-test) levels of knowledge of the trainees have to be assessed
- Covering sessions on (i) recommended rules and procedures, (ii) recommended laboratory methods, and (iii) features of interpersonal interaction between forensic experts and GBV survivors
- Using learning (situational) cases, as well as simulations with trainees
- Using training videos applicable to Turkmenistan conditions, if possible.

	<p>Phase 3. Capacity building</p> <p>This phase will be implemented by the International consultant during his (her) field mission in Ashkhabad for 25 national forensic experts.</p>
Duration and working schedule:	<p>Duration of this consultancy is 14 working days from 1 August till 1 October 2024, including 5 working days in Ashkhabad, tentatively from August 12th till 16th, 2024. Operational closure of the contract is October 20th, 2024.</p> <p>Phase 1. Rapid assessment of the current situation: 5 days</p> <p>Phase 2. Developing a training package: 5 days</p> <p>Phase 3. Capacity building: 4 days (3 days of actual training and 1 day for reporting)</p>
Outcomes and deliverables:	<ol style="list-style-type: none"> Report on rapid assessment of the current situation in forensic medical examination of GBV survivors with technical recommendations on legislative amendments and other procedural changes (initial version) Deadline: September 3rd. Package of training materials Deadline: August 6th Training report Deadline: August 20th Report on rapid assessment of the current situation in forensic medical examination of GBV survivors with technical recommendations on legislative amendments and other procedural changes (final version) Deadline: October 1st
Place where services are to be delivered:	<p>The consultancy services will need to be delivered both remotely (home based) and on site. All the logistic and transport arrangements to and from Turkmenistan to be carried out and covered by the UNFPA office in Turkmenistan.</p>
Delivery dates and how work will be delivered:	<p>Dates for deliverables and trainings must be within the months of August - September 2024 and not later than October 1st. All deliverables should be submitted in an electronic format.</p>
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>The UNFPA NPO on Reproductive Health will monitor the International Consultant's work through reviewing submitted materials. The consultant will regularly provide an update on progress, challenges encountered, and support needed.</p> <p>Ethical Considerations</p> <p>UNFPA requires its consultants to adhere to ethical principles and standards when doing research. The selected consultant should clearly identify any potential ethical issues and approaches, as well as the processes for ethical review in the inception report.</p> <p>National Ownership</p> <p>The involvement of appropriate national partners will be a critical condition for the development of all the mission outcome materials in ensuring stakeholder ownership and its subsequent utilisation.</p>
Supervisory arrangements:	<p>The International Consultants will directly report and work under the overall guidance of the UNFPA NPO on reproductive health, along with the overall guidance from the UNFPA Head of Office.</p>

Expected travel:	<p>Travel to Ashgabat, Turkmenistan is expected for at least for 5 working days in August 2024.</p> <p>During presence in the country consultant will meet with UNFPA staff and deliver actual 3-day training. Exact number of days in country and travel dates to be communicated to the selected consultant. Logistic arrangements such as visa, tickets, stay in Turkmenistan to be arranged by the UNFPA country office. Travel costs will be covered according to the UNFPA's Duty Travel Policy.</p>
Required expertise, qualifications, and competencies, including language requirements:	<ul style="list-style-type: none"> ● Recognised international expert with at least 7 years of professional experience in criminal law, forensic medical expertise with focus on gender-based violence. ● Advanced degree in law/human rights, forensic expertise, public health, and/or other related disciplines. ● Strong analytical skills with experience in reporting (preferably to UN agencies) ● Experience with conducting focused and interactive trainings. ● Fluency in English. Knowledge of Russian is an advantage. ● Familiarity and experience with Central Asian or Eastern Europe countries is an asset.
Inputs/services to be provided by UNFPA or implementing partner, if applicable:	<p>UNFPA Country Office will provide the consultant with the following:</p> <ul style="list-style-type: none"> ● visa and logistics support during the mission to Turkmenistan; ● all the necessary materials, data, information, and available reports; ● organizing all necessary meetings with the country officials and (or) national partners; ● logistic support to organize the training in Ashkhabad.
Other relevant information or special conditions, if any:	<p>The consultancy fee will be calculated based on the P4 Salary Scale for Professional and higher categories effective 1 January 2022. The fee will be paid once upon fully completion of all deliverables underlined in working schedule</p>
<p>Signature of Requesting Officer in Hiring Office:</p> <p style="text-align: center;">Date:</p> <p>_____</p> <p>Reproductive Health Program Specialist, UNFPA Turkmenistan</p>	