

**NEW**

## Terms of Reference – Cape Verde Country Analysis

<b>Title</b>	Country Analysis to support UNDAF process in Cape Verde
<b>Location</b>	Praia – Cape Verde
<b>Period</b>	From July to September 10 <sup>th</sup> (2months)
<b>Reporting to</b>	Resident Coordinator (through the UNDAF core-team)
<b>Source of funding</b>	Resident Coordinator budget

### Background

The UN system in Cape Verde has started the process to develop a new United Nations Development Assistance Framework (UNDAF) together with the Government of Cape Verde to cover the period 2012-2015.

An important first step in that process is the Country Analysis. The overall aim of the Country Analysis is to support and strengthen the national analytical processes and products and eventually complementing them to reduce the potential critical gaps in the existing government-led analysis.

It is guided by the basic elements and principles of the UN (human rights based approach, gender equality, environmental sustainability, results-based management and capacity development) and it will complement the national development framework by generating consensus about priority problems and their causes and the capacity development needs at all levels to generate action.

The Country Analysis process is a strategic analysis that identifies the root causes of poverty and other development challenges and its effects on the population, particularly on excluded groups such as women, minorities, migrants and displaced persons and with a special focus on the five principles listed above. The end product will be a high-quality analytical document that can also contribute to the general development discourse in a country.

### Purpose

The UNCT in Cap Verde has opted for a light Country Analysis process whereby the UNCT updates and complements the analysis in the PRSP-II (2008-2011), taking into account other existing and already on-going analytical work in the country. The purpose of the Country Analysis is to:

1. Assess the current situation of and progress made by Cape Verde with respect to meeting the targets of the MD/MDGs and other internationally agreed development goals and treaty obligations, including Multilateral Environmental Agreements (Annex 1).
2. Identify patterns of socio-economic inequalities, and describe the situation of groups excluded and made vulnerable due to the insufficient attention to their rights, their limited access to resources, etc.
3. Assess capacity assets and gaps at different levels/sectors.
4. Assess the capacity of Cape Verde to prevent, mitigate, prepare for and respond to natural disasters and climate change shocks.
5. Involve government, non-government and civil society stakeholders, and ensure the active and meaningful participation of disadvantaged groups.

The Country Analysis will directly feed into three different processes:

- Determination of sector problem trees using casual analysis.
- Design of the draft UNDAF results matrix (Strategic Planning Retreat).
- Supporting the preparation of a draft contribution by the UNCT to the future Cape Verdean PRSP-III (2012-2015).

## Methodology

Using a human rights-based approach and gender perspective, and the various Conventions and Covenants as a normative reference framework (see Annex 1) the following five key steps will ground this analytical process - see Annex 4:

1. **Gathering information.** Completion, classification and quality assessment of the gathered information, including desk review of existing analytical documents/references.
2. **Institutional systems analysis** of the sectors, their systems and services as well as the policy environment that shapes them.
3. **Causal analysis** following human rights based approach and gender analysis of the development problems/challenges, their manifestation, immediate, underlying and root causes as well as the linkages between these causes,.
4. **Role Pattern Analysis** which examines the claim duty relationships of claim holders and duty bearers
5. **Capacity gap analysis** which examines the capacity of the individual and institutional duty bearers and claim holders responsible for respecting, protecting and fulfilling human rights

In order to ensure the highest alignment with the national priorities, **all 5 stages of the analysis** mentioned **will be subdivided mirroring** the structure of axes and sectors as stated in **the Cape Verdean PRSP-II (2008-2012)** – see Annex 5.

A summary of the key documents which need to be assessed can be found in Annex 2. Key questions to be answered during the analysis are included in Annex 3.

## Specific Tasks

The consultant to be recruited will be expected to undertake the following tasks:

1. Desk review and conceptual and analytical secondary research on selected topics published in existing studies, research and survey reports as well as official documents (see Annex 2).
2. Meet with relevant officials in Government and other institutions (Annex 4) to gather information to draft the section on the legislative and policy framework.
3. Draft an annotated outline of the report, indicating which key issues will be raised in each section of the report.
4. Draft the synthesis report (50 to 60 pages; max. 2-3 pages per sector as stated in the PRSP-II).
5. Participate in a broad stakeholder discussion on the Country Analysis to validate the draft findings.
6. Revise the report based on comments from the UNCT and government counterparts.
7. Submit a final report.

## Expected Deliverables

1. Outline of the report (to be submitted within first 10 days after commencing the consultancy).
2. Draft synthesis report including submission of problem trees, charts, tables, and graphs (to be submitted on 6<sup>th</sup> September 2010).
3. Approved final synthesis report (to be submitted on 17<sup>th</sup> September 2010).
4. Co-facilitation in “Validation of Country Analysis” workshop. (28-29 September 2010).

## Expected background and Experience

The consultant (either national or international) should comply with the following knowledge and experience:

- Advanced degree in the social sciences (sociology, anthropology and/or development studies), economics/demography or related fields relevant for the assignment.
- Experience in analyzing some of the following areas: economic, environmental, governance, gender and security issues.
- At least 10 years experience in development work.
- Experience with writing a Country Analysis/UNDAF .
- Knowledge and Demonstrated experience with Human Rights Based Approach to Programming (HRBAP) is an asset.
- Outstanding oral and writing skills in Portuguese and French or in Portuguese and English. Writing samples (unedited) should be supplied.

## General Conditions: Procedures and Logistics

- International consultants will be provided with DSA and travel costs, if not resident in Praia.
- Consultants will be provided, upon request, with desk space in the office in the UN House in Praia. Each consultant should provide her/his own laptop computer.

## How to apply

Consultants will individually manifest their interest by sending an email **before Thursday 1 July 2010 at 16:00 pm** to the following email address: [procurement.cv@cv.jo.un.org](mailto:procurement.cv@cv.jo.un.org), with the Subject: Country Analysis UNDAF 2012-2015, with the following attachments:

- Letter of interest.
- Curriculum Vitae to facilitate the assessment against the required background and experience.
- Financial proposal indicating their consultancy fees / lump sum.
- Outline of the sections of the report - to check the understanding of the assignment by the consultant.

## Selection method:

An Evaluation Team will be established to select 3 consultants out of the received individual applications. It is the prerogative of the Evaluation Team to form a team with the best 3 consultants based on:

- Balanced combination of fields of expertise required.
- Highest qualified candidates (70%).
- Lowest quotation (30%).

## Management arrangements

One of the consultants will be recruited as team leader based on the best experience in CCA/UNDAF process. Under his/her coordination, the selected team members will agree on the distribution of roles and tasks for each team member, to be submitted by the team leader along with a work plan and chronogram for approval.

The lead consultant will report to the Resident Coordinator (through the UNDAF core-team) and the other consultants will report directly to the lead consultant.

## **Annex1: List of key human rights instruments and international agreements**

Selected conventions related to human rights , migration and environment (by year of ratification/signature)	
International Convention on the Protection of the Rights of All Migrant Workers and Members of their Families.	1997
Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, supplementing the United Nations Convention against Transnational Organized Crime.	2004
Convention relating to the Status of Refugees.	..
International Convention on the Elimination of All Forms of Racial Discrimination.	1979
International Covenant on Civil and Political Rights.	1993
International Covenant on Economic, Social and Cultural Rights.	1993
Convention on the Elimination of All Forms of Discrimination against Women.	1980
Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment.	1992
Convention on the Rights of the Child	1992
Convention of the Rights of persons with disabilities	2007
Convention on the conservation of migratory species of wild animals (Bonn Convention)	1979
Vienna Convention for the protection of the ozone layer	1985
Montreal Protocol on substances that deplete the ozone layer and subsequent amendments	1987-1992
Basel Convention on the control of transboundary movements of hazardous wastes and their disposal	1989
United Nations Framework Convention on Climate Change	1992
Convention on biological diversity	1992
United Nations Convention to Combat Desertification in Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa	1994
Kyoto Protocol to the UN Framework Convention on Climate Change	1997
Rotterdam Convention on the prior informed consent procedure for certain hazardous chemicals and pesticides in international trade	1998
Convention 182 on the Worst Forms of Child Labor	2001

## **Annex 2: List of Key Documents**

Documents to be reviewed include but are not limited to the following list:

1. As Grandes Opções do Plano
2. Programa de Governo (VI Legislatura)
3. Estratégia de Transformação de Cabo Verde
4. Plano Nacional de Desenvolvimento
5. Documento de Estratégia de Crescimento e Redução da Pobreza – DECRP II (2008-2011)
6. Agenda da Reforma do Estado
7. Política Nacional de Acção de Educação para Todos
8. Política Nacional de Saúde
9. Plano Nacional de Igualdade e Equidade de Género
10. Estratégia para o Desenvolvimento da Protecção Social de Cabo Verde
11. Plano de Acção Nacional do Ambiente (PANA I e II)
12. Plano de Acção para a Governação Electrónica (PAGE)
13. Plano Estratégico para a Sociedade de Informação (PESI)
14. Plano Estratégico do Turismo
15. Política Energética de Cabo Verde
16. Programa Nacional de Luta contra a Pobreza II
17. Plano Estratégico Nacional de luta contra o VIH-SIDA em Cabo Verde
18. Plano Estratégico de Formação Profissional
19. Plano Estratégico da Plataforma das ONG's
20. Plano Estratégico Sectorial para as Infra-estruturas e Transportes
21. Estratégia de Desenvolvimento do sector Agrícola em Cabo Verde (2003-2015)
22. Estratégia Nacional para o Desenvolvimento do Sector Industrial
23. Política Energética de Cabo Verde
24. Plano Estratégico para a Juventude
25. Relatório sobre o estado do Ambiente em Cabo Verde
26. Relatório sobre a Segurança Alimentar
27. Estudo Diagnóstico sobre o sector da Água
28. Plano Nacional de Trabalho Infantil
29. Consult sectors policy and any existing project documents/activities for the completion of the country policy in particular those related to “Building an information Society in Cape Verde” (consulting NOSI).

### **Annex 3. Key questions**

- Do analytical processes or products (existing or planned) provide reliable, recent data related to the MDGs and do they adequately describe issues, trends and gaps?
- Have important comments by Treaties Bodies and supervisory bodies within the UN system (i.e. responding to national reports) been considered?
- Are data sufficiently disaggregated (e.g. by gender, ethnicity, region, religion and language, as well as disability, HIV/AIDS and other status) to identify excluded groups?
- Are there evident priorities among the problems and challenges identified?
- Are the root causes of these problems and challenges identified?
- Does the analysis describe patterns of discrimination and the different ways that females and males experience these problems?
- Does the assessment acknowledge the interdependence of capacity at three levels: enabling environment, organizational and individual?
- Does the assessment identify capacity assets and needs of key actors (duty-bearers and rights-holders) to address the problems and challenges (at national, sub-national, community and family level)?
- Is there evidence of institutionalized participation of non-state actors and excluded groups in analytic work?
- Have risks of humanitarian crises and natural disasters been assessed, and are the groups most likely to be affected identified?
- Have the analytical processes and products considered the readiness of government, civil society and communities to respond to crises and natural disasters?
- Which human rights are unfulfilled and why?
- What human rights are upheld and in what way(s)?
- What is the status of well being and deprivation in Cape Verde?
- Who are most excluded and who are those that exclude?
- What role do systems and institutions play in the fulfillment or exclusion of rights?
- What are the root causes of these problems and challenges?
- What are the responsibilities and capacity gaps of key actors to address the problems and challenges (at national, sub-national, community and family level)?
- What are the risks of humanitarian crises and natural/manmade disasters and are the groups most likely to be affected identified?
- How enabling is the legal and policy environment?
- What solutions do rights holders and duty bearers perceive to address the violations of rights?
- What capacities are required to fulfill these expectations and rights?
- What are the existing knowledge gaps on the situation of human rights in Cape Verde?
- What are the gaps in Government's response to the human rights and development agenda?
- What is the comparative advantage of and critical areas for UN intervention in Cape Verde?

#### **Annex 4. Sections in the Analysis**

It contains a focused analysis of the national development situation. Major problems or challenges are analyzed to identify trends, disparities and the most affected population groups. It will highlight progress made towards national priorities, with a clear focus on the MD/MDGs and other internationally agreed development goals and treaty obligations. It uses HRBA and mainstreams gender equality concerns to:

- Identify priority development problems and state them as interrelated and unfulfilled human rights;
- Provide a greater understanding of their causes; and
- Identify the individuals and groups in society who are obligated to take action, and the capacities they need to be able to take action
- Identify eventual overlapping projects and recommend on savings and synergies that can be used for better end results of such projects.

**(a) Completion and Assessment of the quality of information gathered:** HRBA depends on the quality of information available. The information should cover the civil, cultural, economic, political and social context that will lead to the identification of the main development and human rights challenges in the country, their severity, the most affected and where they live. Development of an indicator framework may help to establish a baseline, and identify trends, data gaps and also constraints in the capacity of national statistical systems. The information should be disaggregated as much as possible by sex, age, geographic area, ethnicity, disability, HIV/AIDS and other status.

The team of consultants will help to complete the compilation efforts made of existing analysis coming from a wide variety of sources, including government and official data, UN financed analysis, civil society, observations and recommendations of international human rights mechanisms, regional and national human rights mechanisms, and other reliable sources (bi-lateral and multi-lateral development partners like Spain, Millennium Challenge Account, IMF, World Bank, African Development Bank..., and will also make an assessment of the quality of the information gathered.

**(b) Assess the situation:** Based on the information gathered, the assessment from a human rights and gender perspective helps to determine whether, and where, a problem or challenge exists, its intensity and who is affected. It reviews the trends in development indicators using sex-disaggregated data and it highlights disparities: where these occur, who are most affected and how many are affected. It examines the commitments of the State to respect, protect and fulfill human rights. The HRBA adds value to this assessment by relating the situation to the human rights obligations in the international instruments ratified by each country. This data-driven assessment will help to identify patterns of discrimination and inequality, and describe the situation of groups excluded and made vulnerable due to the denial of their rights.

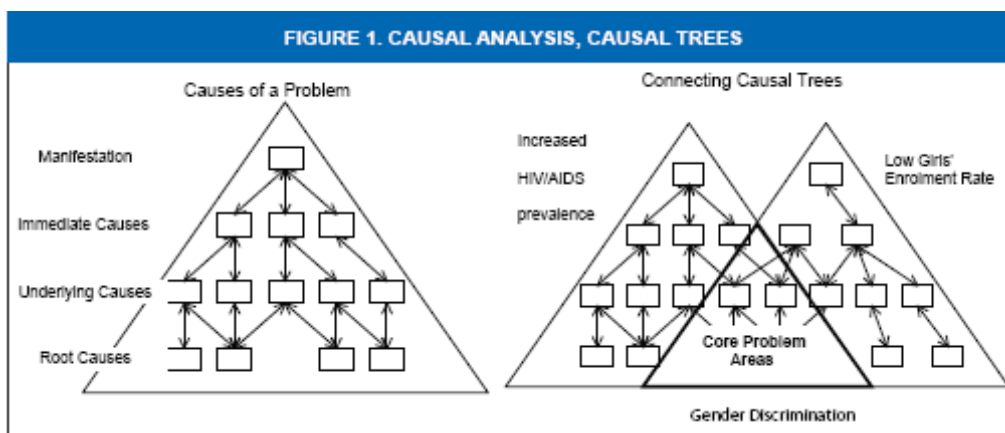
The assessment also addresses risks for potential disasters caused by vulnerability to natural hazards, and discusses the country's disaster preparedness, including the availability of early warning and crisis monitoring indicators.

**(c) Identify root causes:** The analysis organizes the main data, trends and findings into relationships of cause and effect. It identifies the manifestation of the problem—or its effect on people, and its underlying and root causes. Again these are disaggregated as much as possible by sex, age, geographic area, ethnicity, disability, HIV/AIDS and other status among others. A graphic representation of this causality analysis is called a problem tree (figure 1).

Normally,

- Immediate causes determine the current status of the problem.
- Underlying causes are the consequence of policies, laws and availability of resources.

- Root causes concern attitudes and behavior at different levels, including the family, communities and governments.



A causality analysis is guided by human rights principles and standards. It is important to understand the problem and its causes that impede the fulfillment of human rights. For example, do the State and its authorities ensure that rural girls are protected against gender discrimination in the school system? What cultural values and practices need to be addressed to protect women from gender-based violence?

Human rights-based analysis reveals gaps in norms, institutions, and legal and policy frameworks. It describes how laws, social norms, traditional practices and institutional responses affect the fulfillment of human rights. Most importantly, the analysis considers the implementation—both in legislation and in practice—of international human rights treaties, including the recommendations of relevant human rights monitoring bodies.

Some underlying or root causes for different development challenges may be the same (see the overlapping triangles in the above right figure). Identification of these common underlying or root causes of multiple problems will increase the likelihood that policy or programmatic responses yield multiple impacts.

**(e) Identify rights-holders and duty-bearers, and their capacity needs:** Once the causal analysis is completed, the next step is to identify rights-holders and duty-bearers. HRBA recognizes people as rights-holders (also referred to as claim-holders, or subjects of rights) and as key actors in their own development. They are not passive recipients of benefits. At the same time, it recognizes the corresponding human rights obligations of the duty-bearers, which include both state and non-state actors, to respect, protect and fulfill human rights. The role analysis helps examine the relationship between rights-holders and duty-bearers. This part simply calls for making a list of the rights-holders, on the one hand, and a list of the corresponding duty-bearers, on the other, in relation to a specific human right and to compare the relationships.

Once all the relevant actors have been identified, the next step is to assess the capacity gaps of rights-holders and duty-bearers in terms of skills, resources, responsibility, motivation and authority. At this stage of the analysis it is important to ask:

- What capacities are lacking for the rights-holders to claim their rights?
- What capacities are lacking for these institutions or individuals to carry out their duties?

### Annex 5. Thematic Axes and sectors as per the PRSP-II

<u>Cross-cutting themes</u>	<u>Outcomes</u>	<u>Leading National Partner</u>
Gender	Igualdade e a equidade de género assegurados.	ICIEG
Youth participation	Participação e representação dos jovens como protagonistas de desenvolvimento acrescidas.	
Demography	Equilíbrio entre os parâmetros demográficos e de desenvolvimento socioeconómico assegurado.	INE
Environment	Gestão dos recursos naturais equilibrada.	MAA, Private sector
Research	Resultados de investigações utilizados em todas as políticas e estratégias de desenvolvimento.	UNI-CV, INE
	Valorização do quadro de investigadores.	
Human Rights and Citizenship	Direitos humanos e da cidadania assegurados	

<u>Thematic Axe</u>	<u>Sector</u>	<u>Outcomes</u>	<u>Leading National Partner</u>
Good Governance	State Reform	Gestão de despesas públicas, melhorada, a nível central e municipal.	
		Prestação de serviço aos utentes pela administração pública melhorada a nível central e municipal.	UCRE, MF
	Public Administration	Crítérios modernos de gestão da administração pública aplicados.	SEAP
	Social Communication	Participação da população no processo de desenvolvimento melhorada.	GMAPM/DGCS
	Justice	Mecanismos de protecção dos direitos dos cidadãos reforçados.	MJ
		Eficiência dos tribunais e da justiça em geral melhorada.	
		Prestação dos serviços de registo e notariado e identificação aos cidadãos melhorados.	
		Prevenção e combate à droga reforçados.	
	Security	Sistema prisional e de reinserção social de adultos e de menores em conflito com a lei melhorado.	
		Segurança interna assegurada.	
		Transportes rodoviários seguros.	
	Participação política: Descentralização e Administração Local	Riscos inerentes à ocorrência de catástrofes naturais e provocadas reduzidas.	
		Participação da população na vida política reforçada.	
	Política de descentralização implementada.	MDHOT	

<b><u>Thematic Axe</u></b>	<b><u>Sector</u></b>	<b><u>Outcomes</u></b>	<b><u>Leading National Partner</u></b>
Human Capital	Education	Sistema educativo melhor adaptado às necessidades de desenvolvimento económico.	MEES
		Ensino superior generalizado e voltado para o mercado de trabalho.	UNI-CV
	Desporto	Desporto dinamizado e massificado.	
	Formação Profissional:	Formação profissional reforçada e direccionada para o emprego e inclusão social.	MTFPSS
		Ambiente económico favorável à criação de emprego para a integração das populações vulneráveis.	MQE, IEFP, MECC
	Cultura	Produtos culturais e património histórico-cultural valorizados.	MC
	Saúde	Saúde da população melhorada, em especial a das mulheres e das crianças.	INE, PNSR,
		Vigilância integrada das doenças transmissíveis.	PNSR,MS/ DGSVE
Luta contra as doenças não transmissíveis assegurada.			

<u>Thematic Axe</u>	<u>Sector</u>	<u>Outcomes</u>	<u>Leading National Partner</u>
Competitividade	Agricultura	Sistemas Integrados de Produção Vegetal, Animal e Agro – Silvo – Pastoril intensificados e diversificados.	MAA
		Produtos agrícolas nacionais valorizados.	MAA
		Segurança alimentar melhorada pela produção agrícola nacional.	
	Pesca	Valor acrescentado bruto provenientes da pesca aumentado.	INE, MITM/DGPescas/ DGPOG
	Turismo	Valor acrescentado bruto do turismo aumentado.	
		Política de diversificação de produtos turísticos implementada.	
		Qualidade dos produtos e serviços do turismo melhorada	MECC, MTFPSS/IEFP
	Serviços	Produtividade dos serviços aumentada.	MECC
	Private Sector	Sector privado como o líder da economia nacional dinamizado.	MECC
	Comércio	Comércio que valoriza a produção nacional e orientado às necessidades da população.	MECC
		Ambiente de negócios do comércio interno melhorado.	MECC
		Inserção de Cabo Verde na Economia Mundial assegurada.	MECC
	Indústria	Indústria integrada na política de desenvolvimento humano do país e que respeita o ambiente.	MECC
Sistema financeiro	Sistema financeiro modernizado.		
Regulação	Função fiscalizadora e reguladora do Estado melhorada.	MECC	

<u>Thematic Axe</u>	<u>Sector</u>	<u>Outcomes</u>	<u>Leading National Partner</u>
Infra estruturação	Ordenamento do território	Gestão do território, dos solos e do Cadastro melhorada.	MDHOT
	Saneamento básico	Sistema de recolha e tratamento dos resíduos sólidos e de águas residuais melhorado a nível nacional e local.	
	Gestão dos recursos hídricos	Gestão integrada e qualidade da água para o abastecimento público melhorada.	
	Infra-estruturas e transportes terrestres	Circulação de pessoas e mercadorias em condições de segurança garantida.	MITM
	Infra-estruturas e transportes marítimos	Portos adaptados às necessidades da internacionalização da economia; Sistema de protecção e segurança marítima melhorado.	
	Infra-estruturas e transportes aéreos	Aeroportos internacionais adequados às necessidades de tráfego, assegurando os padrões de segurança, eficiência e conforto.	
	Energy	Infra-estruturas de produção, armazenamento e distribuição de energia e água melhoradas.	MECC
Fontes de energias renováveis e outras fontes de energia com baixa produção de carbono desenvolvidas.		MECC	
Requalificação urbana e habitação	Planificação urbanística, habitacional e a requalificação urbana melhorada.		
Social Cohesion	Segurança Alimentar	Disponibilidade e estabilidade dos produtos alimentares asseguradas no abastecimento dos mercados centrais e periféricos.	PNSA
	Habitação Social	Planificação da habitação social melhorada.	
	Poverty	Acesso dos pobres aos serviços sociais de base e ao rendimento, melhorado.	MTFS/PNLP
	Social Protection	Condições de trabalho e as relações entre os parceiros sociais melhorada.	MTFS/IGT/DG
Acesso de todos os grupos sociais e profissionais à protecção social, em particular dos grupos vulneráveis garantidos.		MTFS/CNPS, MTFS/DGSS, MTFS/ICCA	