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UNITED NATIONS DEVELOPMENT PROGRAMME TERMS OF REFERENCE

I. Position Information

Title: Promoting open parliament Initiative in Provinces and federal level

Department/Unit: Parliament Support Project

Reports to: National Project Manager

Duty Station/place of project implementation: 7 Provinces and Kathmandu

Duration of Assignment: April-September, 2019

II. Background Information

With the new parliaments both at federal and provincial level following the parliamentary elections, it has become a pressing need to mechanize support to different actors and stakeholders including citizens/CSOs, lawmakers and government actors so as to make the parliamentary functioning effective.

The scope of the performance of parliamentarians is widening with new concepts of open parliament and open government are advancing. It is equally pertinent in Nepal when the country has ushered into a new federal structure where the parliamentary functioning and accountability matter the most for overall governance of the nation and states.

The law making process is gaining momentum both at federal and province levels which is one of the important functions of the parliament. There are several instances where law-making has been undertaken without open consultation with citizens and their representatives. Such a process undermines the citizens' participation in consultation process which is required for the law improvement. This further weakens the implementation of the law. However, there are some examples where new bills review and collaborative dialogue are taking place at federal and provincial levels.

It is important to continue supporting the review of the bills and laws, holding dialogue with

concerned actors and stakeholders to elicit their opinions and also sensitize them on the content. This feeding of the civic inputs into law making process of Nepal is an important part of the open law making process. Provinces have initiated some of such public consultations on the laws they made.

With this in background, the PSP/UNDP realises that the efforts towards promoting openness in parliamentary domain has been inadequate and is critical which allows for a greater avenue for the desired outputs in relation to promoting transparency and accountability.

III. Objectives of Assignment

The objectives of programmes on open parliament will be as follows:

- To share best global practices and discuss Nepal's overall legislative openness and its implications to the public life
- To sensitize, discuss and identify ways to promote openness in parliamentary domain
- To inform about and advocate for Nepal's membership at global open government forums
- To produce a handy resource booklet on Open Parliament and OGP, as a tool of advocacy

IV. Scope of work Expected Results/Deliverables/Final Products Expected

1. Duties and Responsibilities:

- To research, gather, and collate information on the best practices parliamentary openness and open governance.
- To develop a brief project proposal with clear mention of implementation procedures of such engagement plan including approaches, a plan of action with activities, resource mobilisation, quality assurance/governance measures, and reporting/documentation, expected outputs, budgetary indications, among others.
- To conduct 7 programmes on open parliament in all 7 provinces and, a separate one at federal level by including the previously inducted and select MPs from provinces (at the rate of 2-3 MPs from all provinces).
- To mobilize media for appropriate coverage of the advocacy efforts and document them for final reporting purpose.
- Submit a project completion report with key summary of all events, process of engagement, major issues of deliberation, facts and figures, lessons learned, among others.
- Coordinate with project team and other relevant stakeholders on a regular basis.

V. Expected Results/Final Products/Deliverables: conduct a series of sensitization programmes in provinces in view of the spirit of background and objectives outlined above. This includes activities such as 1) Sensitization events in provinces, 2) Advocacy orientation at Federal level 3)

Production of a knowledge product on Open parliament and OGP, particularly in Nepal's perspectives (details to be discussed with PSP team)

Expected Output: The programmes are expected to make a buzz around good governance, openness in parliament, and OGP concepts that have been in the backburner for long. It also seeks to sensitize the policy makers about what areas and scope they have in relation to their strategic interventions for policy oversight and advocacy. Both orientation and knowledge tool (booklet) on open parliament and OGP will enable MPs to have better understanding of the parliament openness and thereby be in a better position to explore and advocate for Nepal's possibilities of expanding legislative openness and/or of OGP membership.

VI. Payment modality: as per agreement

VIII. Requirements

Describe the required degree of expertise and qualifications, including specialized knowledge, language needs, experience, selection criteria, qualifications and performance or other standards the Contractor must fulfil.

IX. Recruitment Qualifications

Education: University Degree	The service provider institution will have a sound team of experts and other human resources with relevant education and experience in parliament openness and good governance.
Experience: (Indicate the extent (in years), type and level of experience)	Minimum of 5 years' experience on open governance and legislative advocacy initiatives. Proven track record of similar successful projects undertaken (evidenced by documentation). The team will have a good experience of having conducted trainings, policy engagements, particularly in parliament.
Language Requirements:	Proficient in English and Nepali language.
X. Documents Required	Registration certificate PAN certificate Profile of the organizations CV of the resource persons

XI. OTHER SELECTION CRITERIA

Experience of having worked with parliamentarians, previous experience with UNDP on a similar area and cost-sharing offer will be an added value.