

TERMS OF REFERENCE

PROTECTION MECHANISM FOR AID WORKERS – Consultancy to analyze incidents affecting aid workers in MENA region

Name of the contracting programme or service)	Executive Direction	Duration of the consultancy	2 months
Place of work :	N/A	:	

1. CONTEXT

Over the last years, an overall growing number of humanitarian workers were killed, injured or kidnapped in the line of duty. There is increasing understanding of the impact of work in high-risk areas on the physical and psychological wellbeing of humanitarian workers, and a growing awareness that national aid workers bear the brunt.

A consortium project led by ACF along with Legal Action Worldwide (LAW) and Global International Security Forum (GISF) as implementing partners, intends to develop a protection mechanism for humanitarian workers (called "Project" below), with a specific focus on national organizations and national staff. Funded by DG ECHO, the Project aims to provide assistance to aid workers and their immediate families who have experienced security incidents, are under immediate threat of harm, or have been arrested/are facing legal charges due to their work as a humanitarian.

The Project will achieve this through the provision of grants to humanitarian NGOs, to cover the costs of protection measures, post incident support to the staff and legal support. The ultimate aim is to protect staff from further harm, support their recovery and improve their well-being.

The Project will establish a hotline, grant application procedures, clear criteria for funding, a vetting approach for funding and contracting templates. The Project will function under an advisory board consisting of key stakeholders, which will include national NGO representatives, donors and others. A vetting committee will regularly vet cases funded and rejected, against agreed criteria. In due course, it is the intention for the mechanism to function under its own legal registration.

This first phase of the Project will be open to cases from the Middle East & North Africa region. As such, the consortium is seeking a consultant to conduct an in-depth analysis of prevailing incidents among aid workers in MENA to help tailor the response.

2. DESCRIPTION OF THE EXPECTED SERVICE

Overall scope of work expected from the Consultant:

The overall objective of this consultancy is to provide a comprehensive analysis of prevailing incidents of violence and threats against humanitarian workers in MENA region, with a specific focus and more detailed information on Yemen, Libya and Iraq. The assessment will examine patterns and trends on which the consortium can adapt its intervention and tailor the services to be provided to the victims, and support resource mobilization.

The work shall be conducted in a participatory manner with relevant stakeholders. The consortium partners will support in linking up the consultant(s) with possible key informants and NGO platforms in MENA region, and in making available secondary documentation.

The consultancy shall employ relevant tools to capture all the incidents-related data. The analysis will include desk reviews, key informant interviews, virtual meetings.

The Consultant(s) will be under the overall guidance of the ACF Program Coordinator, with the support of consortium partners. Travel is not required to perform the work.

Key priorities and deliverables

The consultant(s) is expected to compile an analysis based on the consultations, desk review and identified trends etc. to a final report which shall include:

- i. A context analysis of the operating environment for international and local humanitarian organizations in MENA region.
- ii. A mapping and analysis of the incidents affecting aid workers in the region. These incidents encompass a broad spectrum of situations: violence, arrest, detention, legal action, abduction, threats, etc.

For the deliverables i and ii, the consultant(s) is requested to provide an analysis in two parts:

- a more comprehensive report for the following countries: Libya, Iraq and Yemen.
 - the general trends for the rest of the region.
- iii. An assessment of specific needs of aid workers that emerge from the above analysis. Particular attention shall be given to diversity of needs; e.g. where it pertains to violence against female aid workers (including sexual and gender-based violence), minorities, etc.
 - iv. Recommendations of the best ways to engage with local-based organizations in Yemen, Libya and Iraq with regard to the Project's implementation.

3. CONSULTANT'S PROFILE

- Must have minimum of 5 years' experience in the field of security, advance information gathering and awareness / sensitization.
- Minimum of 7 years professional experience in the fields of humanitarian affairs at international level;
- Experience in conducting and facilitating similar context analysis with international organizations;
- Extensive technical skills and operational experience in conducting security assessments and analysis

4. TIMELINE:

The assignment is expected to take 2 months from the time of signing of the contract, with possible extension based on identified additional needs and potential longer term advisory services as necessary and if required.

We are seeking a consultant (or an organisation) who is available to start to work as soon as possible.

5. APPLICATION:

Interested candidates are expected to submit a narrative and financial proposal, including:

- Narrative proposal, including a tentative Work plan and methodology.
- Financial proposal (in EURO): *detailed budget, including evaluation fees (with daily fees and expenses), taxes, and all other anticipated costs.*
- Consultant's CV + references

6. DEADLINE & CONTACT

Interested consultants should express their interest by sending their proposal to dannequin@ctioncontrelafaim.org mentioning "FR-PA-DG-202306" as an object.