



Finansira
Evropska unija

Podrška Evropske unije u promociji ravnopravnosti spolova i
suzbijanju diskriminacije u Bosni i Hercegovini



EU4 INCLUSION - IMPROVEMENT OF MONITORING AND REPORTING CAPACITIES ON VULNERABLE GROUPS' NEEDS IN BOSNIA AND HERZEGOVINA

Contract no: CN 2024/455-348_EU4INCLUSION

TERMS OF REFERENCE

SENIOR NON-KEY HUMAN RIGHTS REPORTING EXPERT

to provide a detail list of all reports that the country needs to prepare as per ratified International conventions in the area of human rights

1. Beneficiary country

Bosnia and Herzegovina

1.1 Contracting authority

European Union

1.2 Relevant Project Background

1.2.1 Overall Objective

The overall objective of the Project is to contribute to improving socio-economic situation and living conditions in Bosnia and Herzegovina.

1.2.2 Project Purpose

In the context of Bosnia and Herzegovina's EU stabilisation and association process as regards economic criteria, Bosnia and Herzegovina is at an early stage of establishing a functioning market economy integration. As the country continues to advance along the path of EU integration, there is a growing expectation for it to align its policies, legislation, and practices with the standards and values upheld by the EU. This encompasses the imperative of addressing socio-economic disparities and elevating living standards to meet the established EU norms and benchmarks.

The efforts under the overall objective in relation to specific objectives will prioritize principles of non-discrimination, gender equality, and social inclusion. By embedding these principles into policy frameworks and development initiatives, Bosnia and Herzegovina can create a more equitable and just society, where every individual has the opportunity to thrive and contribute to the country's progress. Ultimately, the objective of contributing to the enhancement of the socio-economic landscape and living conditions in Bosnia and Herzegovina is indispensable to its EU integration journey, representing a commitment to shared values and a prosperous future within the European community

The project aims to achieve two specific objectives:

Specific objective 1. To provide support in development of system for monitoring and reporting on the needs and access to social inclusion services of vulnerable categories (persons with disabilities, Roma, rural women, etc.) to the Ministry of Human Rights and Refugees (MHRR) and other responsible institutions.

Specific objective 2. To strengthen capacities of Ministry of Human Rights and Refugees (MHRR), Gender Equality Agency (GEA), Ombudsman BiH and other relevant institutions in improving the protection of vulnerable categories and promotion of human rights.

The action will target effective implementation of the BiH Anti-Discrimination Law and the BiH Gender Equality Law.

The Project will engage a **SENIOR NON-KEY EXPERT on HUMAN RIGHTS REPORTING EXPERT** to provide a detail list of all reports that the country needs to prepare as per ratified International conventions in the area of human rights

Activity 1.1 Provide detail list of all reports that the country needs to prepare as per ratified international conventions in the area of human rights

Objective: To develop a detailed list of all reports that the country needs to prepare as per ratified International conventions in the area of human rights

STAFF	REALISATON PERIOD
<ul style="list-style-type: none"> Senior Non-Key Expert 	Month 05 – Month 06
SUBACTIVITIES	RESULTS
<ol style="list-style-type: none"> Analyse the current reporting and monitoring mechanism system within the MHRR with recommendations Develop a comprehensive list of all reports that the country needs to prepare as per ratified International conventions in the area of human rights 	<p>A detailed assessment report outlining strengths, weaknesses, opportunities, and threats of the current reporting and monitoring mechanism system, along with clear recommendations for improvement</p> <p>A comprehensive inventory of all reports required under ratified international conventions related to human rights, including deadlines, formatting requirements, and submission procedures.</p>
OUTPUTS	INDICATORS
<ul style="list-style-type: none"> A comprehensive report detailing the findings of the analysis of the current 	<ul style="list-style-type: none"> 1 detailed list of all reports including official guidelines for reporting to different treaty bodies developed

reporting and monitoring mechanism system within the MHRR.

- A document listing all reports required under ratified International conventions related to human rights, along with relevant details such as deadlines and formatting requirements.

II. Description of the Assignment

The Projects seeks to advise the Ministry for Human Rights and Refugees in developing a system for monitoring and reporting on the needs and access to social inclusion services of vulnerable categories, such as persons with disabilities, Roma, rural women, etc., to the Ministry of Human Rights and Refugees (MHRR) and other responsible institutions is vital for several reasons, particularly in fostering evidence-based programming.

The Project Team will identify and gather information on all international conventions related to human rights ratified by the country. This includes researching the obligations outlined in each convention regarding reporting requirements. A comprehensive inventory of all reports required under each ratified international convention will be created and will include details such as report titles, submission deadlines, formatting requirements, and responsible authorities primarily with the MHRR. To ensure the accuracy and completeness of the compiled inventory by cross-referencing with official sources, such as the texts of ratified conventions and guidelines provided by international organizations. The data collected will be organized into a user-friendly format, such as a document or database, that allows easy access and reference for MHRR staff and relevant stakeholders. The compiled inventory will be shared with key stakeholders within the MHRR to validate the completeness and accuracy of the information and any necessary revisions or updates based on feedback received will be included. The inventory will be disseminated to all relevant departments and staff within the MHRR including training or guidance on how to use the inventory effectively for compliance with international reporting obligations.

IV. Qualification and skills of SNKE:

Minimum general professional experience and competencies

- University degree, a post-graduate degree will be considered an asset, and its absence, equivalent relevant professional experience of 10 years in addition to 7 years of general professional experience in the area of human rights

Specific professional experience in relation to the specific assignment

1. At least 5 reports in the area of human rights which include qualitative and quantitative analysis
2. Experience in developing and implementing data collection and reporting systems.

3. Strong analytical skills and the ability to identify and address gaps, weaknesses, and opportunities for improvement.
4. Strong communication skills and the ability to engage with stakeholders and present complex information in an accessible manner.