

## TERMS OF REFERENCE FOR INDIVIDUAL INTERNATIONAL CONSULTANT

### Census Cartography and GIS consultant/expert to support 2024 census round preparation

TERMS OF REFERENCE	
Hiring Office:	United Nations Population Fund (UNFPA) – Tunisia Country Office (CO)
Purpose of consultancy and context	<p>As part of UNFPA Tunisia CO and the National Institute of Statistics (INS) partnership, and of their 2022 action plan, it is expected to recruit an <b>International Census Cartography and Geographic Information Systems (GIS) consultant/expert to support 2024 Census round preparation.</b></p> <p><b>CONTEXT:</b></p> <p>UNFPA, the United Nations Population Fund, is the United Nations agency working for a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. The UNFPA Strategic Plan (2022-2025) reaffirms the relevance of UNFPA's current strategic direction and focuses on three transformative results: (i) ending preventable maternal deaths; (ii) ending unmet need for family planning; (iii) ending gender-based violence and harmful practices. These results reflect UNFPA's strategic commitments on accelerating progress towards achieving the International Conference on Population and Development (ICPD) and the Sustainable Development Goals (SDGs) in the Decade of Action through to 2030.</p> <p>Working in Tunisia since 1974, and within the framework of the new cycle of Tunisia-UNFPA cooperation which has been developed for the period 2021-2025, the UNFPA Tunisia CO mission is to contribute, among other goals, to the strengthening of national capacities to ensure high-quality disaggregated data and evidence, including of the General Population and Housing Census (GPHC), is made available and used for planning and monitoring purposes to guarantee human rights protection, especially of those left behind and the most vulnerable.</p> <p>The GPHC, which next national round is to be carried by the INS in spring 2024, represents the largest statistical operation in the country, and requires a meticulous preparation, planning and implementation process, in accordance with scientifically established and internationally recognized standards and procedures using modern technologies to succeed collecting up-to-date, comprehensive, and reliable population and housing statistical data at national, regional, and local levels.</p> <p>Results of the next GPHC, which provide a suitable database for comparisons and projections of demographic data as well as social and economic characteristics of society, will be used as inputs for development planning aimed at raising the standard of living of the Tunisian population, promoting good governance, and maintaining human rights equity, as well as for monitoring and evaluation of different development programs.</p> <p>In line with UN/UNFPA recommendations and principles, and in full harmonization with up-to-date internationally established standards and recommendations for census operation, a Census Cartography and GIS consultant/expert will be hired to support the INS team by assessing the readiness for implementing the 2024 GPHC while using modern technologies and by supporting the development of a tailored roadmap for successful 2024 census preparation and implementation.</p>
Scope of work:  (Description of services, activities, or outputs)	<p>UNFPA is seeking a consultant to assist the INS team in (i) assessing the readiness for implementing the 2024 GPHC while using modern technologies and geospatial information, especially the use of GIS and other geospatial information technologies, such as Satellite Imagery, and in (ii) supporting the development of a detailed bespoke roadmap, in close collaboration with the international population data expert, for a successful census preparation and implementation in the light of the assessment results and following consultation with the INS team.</p> <p>Specifically, the expert/consultant will have to work closely with the country team and the international population data expert to achieve the following deliverables:</p>

	<ul style="list-style-type: none"> <li>- A systematic assessment of existing geographic database at the INS including the data quality, and capacity gaps.</li> <li>- The identification and recommendations for the implementation of most relevant census methodology and data collection strategies for the country (using handheld devices (tablet), CAPI and integration with GIS maps, field work management, dashboards, web mapping and dissemination tools, cloud computing, etc.)</li> <li>- Advice on most feasible scenarios based on the assessment results, and proposal of clear and SMART guidance for a modern technologies-based census preparation and implementation phases: timetable and reasonable time for census preparation time, pilot tests, IT infrastructure and capacity development, resources</li> <li>- Proposal of technical guidelines related to the use of geospatial information technology at all stages of the census, including guidance on GIS software for pre-enumeration operations, data collection and data dissemination.</li> </ul>
Duration and working schedule and conditions:	<p>The consultancy will involve up to a total of 10 working days including remote preparation and contact time with UNFPA and INS team, 5 days on-site mission in Tunisia from October 10<sup>th</sup> to 14<sup>th</sup>, 2022, in INS premises, and any travel duration to and from mission site.</p> <p>The consultant is expected to present and discuss the progress made by INS in geospatial technologies integration, and to advise on way forward for successful census preparation and implementation at the end of the on-site mission during a half-day workshop to be organized by INS and UNFPA.</p>
Place where services are to be delivered:	This mission is to be partly implemented remotely with expected travel to Tunisia for an on-site mission at the INS premises October 10 <sup>th</sup> to 14 <sup>th</sup> , 2022.
Deliverables and dates	<ol style="list-style-type: none"> <li>1. Revised workplan with timeline and milestones following the kick-off/briefing meeting with the Population Data international expert, INS and UNFPA staff. <b>Deadline: Oct 1, 2022</b></li> <li>2. Initial assessment mission report of geospatial infrastructure indicating the scope, capacity gaps after relevant stakeholder consultations. The report must also include procedures for recommended census methodology and data collection strategies. <b>Deadline: Oct 30, 2022.</b></li> <li>3. Joint census project document, to be prepared by the GIS and Population Data experts, in close collaboration with the INS team, involving the roadmap for a modern technologies-based census preparation and implementation phases. <b>Deadline: Oct 30, 2022.</b></li> </ol>
Supervisory and collaboration arrangements:	<p>The expert/consultant will work under the direct supervision of the Population and development Program Analyst at UNFPA Tunisia, and under the overall guidance the INS Tunisia management team.</p> <p>He/ She will work closely with concerned staff of INS Tunisia and with the Population Data international expert and will also liaise with other national stakeholders and partners as relevant.</p> <p>The census cartography and GIS expert/consultant is expected to work in close collaboration with the international population data expert throughout the assignment to achieve the defined goals</p>
Expected travel:	<p>The consultant/ expert is expected to travel to Tunisia for an on-site mission between October 10<sup>th</sup> and 14<sup>th</sup>, 2022.</p> <p>Travel costs along with Daily Subsistence Allowance (DSA) will be arranged by UNFPA Tunisia, in alignment with existing UNFPA policies and procedures.</p> <p>Internationally engaged individual consultants shall themselves obtain all necessary permits and visas for entry in Tunisia.</p>
Required expertise, qualifications, and competencies, including language requirements:	<p><b>Primary expertise required</b></p> <p>GIS in support of the Census, with GIS implementation experience in developing countries</p> <p><b>Educational background</b></p> <p>Advanced Degree in Geographic Information Systems (GIS) computer sciences,</p>

	<p>Geography, cartography/mapping, demography/statistics, or other sciences related to modern census geography and mapping technologies is required</p> <p><b>Work experience</b></p> <ol style="list-style-type: none"> <li>1. At least 10 to 15 years of experience in the field of digital census cartography/mapping, particularly in designing and costing and implementing census cartography strategies in developing countries.</li> <li>2. Confirmed experience in the use of information management software such as QGis, ArcGIS, (ArcGis Server), etc.</li> <li>3. Strong knowledge of existing technology and modern equipment in the census cartography, and of the challenging situations of developing countries in relation to population dynamics such as internal migration, urbanization and lack of clear borderlines between geographic areas, etc.</li> <li>4. Advanced knowledge of automated cartography, census mapping using tablets, mobile mapping systems and geo-database modelling.</li> <li>5. Proven experience in planning and implementation of field mapping logistics, and technical capacity building/training in developing countries.</li> <li>6. Proven experience in teamwork, especially in the field of population data collection and census mapping.</li> <li>7. Working experience with the United Nations, World Bank or other international organizations on similar assignments is desirable.</li> </ol> <p><b>Other competencies</b></p> <ul style="list-style-type: none"> <li>• Project planning, management, and implementation, as well as coordination and evaluation</li> <li>• Experience in leading and managing teamwork in a complex multi-cultural environment is desirable</li> <li>• Excellent report writing and analytical skills</li> <li>• Fluent written and spoken Arabic and French, the official working languages in duty station, is required</li> </ul>
<p>How to apply</p>	<p>Interested candidates who have the required/relevant qualifications and experience should submit their applications including:</p> <ol style="list-style-type: none"> <li>1. Detailed Curriculum Vitae (CV)</li> <li>2. Technical proposal for the assignment: Workplan on how the consultant foresees to undertake tasks required indicating timeframe and milestones.</li> <li>3. Copy of relevant qualifications for the assignment</li> </ol> <p>Applications are to be sent to the following email: <a href="mailto:Tunisia.office@unfpa.org">Tunisia.office@unfpa.org</a> ; ccing <a href="mailto:boughzala@unfpa.org">boughzala@unfpa.org</a></p> <p>Please specify in the email subject '<b>Application / International IC Census GIS consultant</b>'.</p> <p>Professional fee rate for this assignment will be determined based on the UN International Individual Consultancies scale. Applicants must not send a financial proposal for the assignment.</p>
<p>Signature of Requesting Officer in Hiring Office: Ines Boughzala</p>	
<p>Date: 15/09/2022</p>	