



TERMS OF REFERENCE for the Conflict Analysis Expert, to serve on the Expert Group to carry out an assessment of potential for election-related violence during the presidential elections in the Kyrgyz Republic (30 October 2011)

Project Name	UNDP DGP, PID 00075340
Short title of Assignment:	Conflict Analysis Expert and Lead Writer (member of the Expert group on assesment of potential for electoral violence in the Kyrgyz Republic
Duty station:	Bishkek (with travel throughout the country)
Application deadline:	
Type of Contract:	Individual Contract
Duration of Contract:	27 July-9 August 2011 for assignment in Kyrgyzstan 12-14 August for finalization of report (remotely)

BACKGROUND

Upcoming presidential elections, to be held on 30 October 2011, will mark the end of the transition period in the Kyrgyz Republic which started with the violent overthrow of the president Bakiev in April 2010. So far, the successfully organized referendum and parliamentary elections in 2010 provided the country with a legitimate Constitution and the Parliament, which subsequently formed a government. By electing the new President under the new Constitution in October, this process will be brought to a completion.

However, the country is still reeling from the effects of the ethnic violence which flared up in June 2010. While improving, the situation has not yet fully normalized, particularly in the South of the country, and there are fears that potential political tensions surrounding presidential campaigning may lead to conflict. Numerous stakeholders, including Central Election Commission, domestic observation groups and political parties have identified the peace and stability as the main concerns during the election period.

In order to provide an concise and comprehensive overview of the main issues which may lead to violence during the entire election period (pre-election, Election Day, post-election), UNDP, International Alert and ERIS have agreed to form an Expert Group to conduct a two-week in-country study and publish a report with recommendations, which will be shared with all relevant domestic and international agencies and organizations.

OBJECTIVE

To conduct an assessment of the overall potential for violence during the entire election period (pre-election, Election Day, post-election) and provide a set of recommendations for mitigating activities, taking into consideration the electoral calendar (Election Day – 30 October 2011).

SCOPE OF WORK

Under the overall guidance of UNDP DGP Manager and direct supervision of KESP Project Coordinator, the expert will serve on the Expert Group, which will be composed by the experts contracted by the UNDP, International Alert and ERIS. In close cooperation and coordination with other Expert Group members, the conflict analysis expert will carry out the following activities:

- Develop a list of meetings for the Expert Group, a calendar plan for the two-week period and the outline of the final report;
- Conduct meetings with all relevant stakeholders, including CEC, Ministry of Interior, lower-level election commissions, relevant domestic and international organizations;
- Participate in minimum two focus groups in Bishkek city and Osh (to be organized by the local partner

organization) on a theme of elections and violence;

- Based on experience in Kyrgyz Republic and other countries and based on his/her expertise on conflict analysis, critically assess the situation in the Kyrgyz Republic and provide input for the final report;
- Submit the report on the activities and contribution to the final report.

FINAL DELIVERABLES

PRODUCTS	DEADLINE	PAYMENT STRUCTURE
1. Individual final report (expert's specific contribution to the Expert Group final report.	9 August 2011	100% once both products are delivered according to deadlines
2. Full and final Expert Group report, including the assessment of the potential for election-related violence and recommendations for mitigating activities submitted.	14 August 2011	

Result: Based on the final report and recommendations, UNDP and other relevant domestic and international organizations/agencies will design and implement activities on mitigation of election-related violence.

REPORTING REQUIREMENTS

The team will submit a single final report on potential for election-related violence, including recommended activities. The final report will incorporate the contribution by the conflict analysis expert, who will provide a separate short report outlining his/her input to the final report.

QUALIFICATION AND COMPETENCY REQUIREMENTS

- Education:
 - Advanced university degree in International Relations, International Policy, Law, Public Policy or related subject required.
- Required work experience:
 - Minimum of seven (7) years of professional experience in conflict analysis and/ or conflict prevention;
 - Experience in conducting conflict analysis studies and/or strategy development in the Kyrgyz Republic;
- Competencies/skills:
 - Proven skills in designing and drafting conflict analysis reports;
 - Experience in electoral violence analysis an advantage;
 - Good interviewing skills;
 - Good communication, facilitation and consulting skills;
 - Ability to manage a high workload and deliver to tight deadlines;
 - High sense of responsibility, ability to work in multinational team;
 - Strong personal motivation;
 - Good presentation and teamwork skills;
 - Proven analytical skills.
- Language Requirements: Excellent English; knowledge of Russian and/or Kyrgyz an advantage

ADDITIONAL REQUIREMENTS FOR RECOMMENDED CONTRACTORS

Recommended contractors over 62 years of age and who are required to travel should undergo a full medical examination including x-rays and obtaining medical clearance from an UN approved Doctor prior to taking up their assignment at their own expenses.

Contracted Consultants are required to have vaccinations/inoculations at their own expense when traveling to certain countries, as designated by the UN Medical Director. A copy of the list should be provided to the subscriber prior to signing the agreement so that his/her personal physician can attest to the required vaccinations/inoculations having been performed, as part of the certification described above.

TRAVEL REQUIREMENTS

The assignment includes a requirement to travel to Osh and possibly other locations, time permitting. International Alert will provide all transportation, including air, and accommodation during the travel; therefore the expert should not include this expenditure in his/her financial proposal.

Expenditure for travel to and from Kyrgyzstan as well as DSA for the duration of stay should be included in the financial proposal.

UNDP INPUT

International Alert will provide the expert with the work space, internet connection and transportation to the meetings. The expert should include the cost of telephone communication in the financial proposal.