

**Terms of Reference**  
**Senior Electoral/Legal expert**  
**UN High-Level Panel for Algeria**

**BACKGROUND:**

1. Algeria had requested the United Nations to deploy observers for the upcoming parliamentary elections, scheduled for 10 May 2012. The United Nations responded that while it was not possible for the UN to deploy observers (because UN observation missions are subject to a specific mandate from either the General Assembly or the Security Council); the Organization would be, however, prepared to deploy a high-level panel to the country to follow the electoral process and report to the Secretary-General (through the UN Focal Point for Electoral Assistance Activities<sup>1</sup>). Algeria welcomed the idea of the deployment of the Panel, and the UN has started to work on this deployment.
2. The Panel's main mandate will be to follow, and report on, the election process, with a view to enabling the UN to assess the political and electoral environment in which the parliamentary elections are held, and enable UN officials at the highest level to be fully aware of the developments/challenges during the electoral process as well as the developments in the immediate post election-day period. The deployment of the Panel is also expected to allow the UN to plan and implement any appropriate mediation/good offices intervention (particularly in the post-election period), if needed and requested. The Panel will not be an observation/monitoring mission and therefore would not make any public judgment on the conduct or outcome of the elections.
3. The Panel is expected to pay two visits to Algeria. Should post- election developments require, further visits will be planned. After each visit a report will be submitted to the UN Secretary-General through the focal point for electoral assistance activities. During the first visit(6-12 April) the Panel members will meet with a wide range of national stakeholders and international actors. During both visits, the Panel will be in close contact with domestic and international observers on the ground. The main activities/ purposes of the entire Panel in the first visit include the following: **a)** assessing the pre-election political/electoral situation in the country, and providing first hand information and analysis to the UN SG on the preparations for the elections; **b)** preparing an assessment of the potential challenges, including election-related violence, that these elections may face, and suggest possible actions/strategies/good offices measures that the UN can take to support national efforts to address/prevent these challenges and mitigate potentials for violence; **c)** making the necessary preparations/arrangements for the second visit of the panel, including through developing a detailed deployment plan- in close consultation with the UN Country Office and with due consideration to logistical and security issues- for the election day when panel members will travel to different parts of the country.
4. In its second visit(5-14 May) the entire Panel is expected to undertake the following tasks: **a)** meeting with relevant national stakeholders and international partners on the ground, including observer groups, to discuss the latest electoral/political developments/preparations as well as the challenges involved; **b)** visiting polling stations in various parts of the country, on election day, to have first hand assessment and information on the electoral process; **c)** reporting back to the Secretary-General on the political and electoral environment in which the elections are held; **d)** providing advice to the Secretary-General (through the Focal Point) and the UN Resident Coordinator in case if the UN is called upon to play a political/good

---

<sup>1</sup>. Under-Secretary-General for Political Affairs

offices role, especially in the post-election period; **e)** preparing recommendations on improvements that could be made to the framework and conditions for elections in advance of future elections as well as identifying areas in which UN could provide further support to the electoral process in the future, if requested.

5. Apart from the above general terms of reference that apply to the entire panel during its visits to Algeria, specific TORs have been developed for each member of the panel for each visit in order to ensure maximum coherence in the work of the team. Following are the TORs for the electoral/legal expert of the panel during the first visit.

### **Specific duties and responsibilities of the Electoral/Legal Expert in the first visit<sup>2</sup>**

6. Under the supervision of the head of the panel and in close coordination with other relevant team members, the Electoral/Legal Expert will have the following tasks among others, during the first visit of the panel to Algeria:
  - Meet with electoral officials and other stakeholders as may be appropriate (together with other panel members or separately if needed) in order to get enough information to analyze the national electoral framework and to provide advice to the head and members of the panel as to the challenges, shortcomings and strengths of the legal framework and also to provide an analysis on the challenges that any possible shortcomings in these regards may pose particularly in the post election period; and to advise the panel on the aspects to be followed closely during the elections;
  - Undertake an in-depth evaluation of the constituency delimitation, and provide advice and analysis to the head and members of the panel on these issues; and also to act as a resource person for the mission's senior management on all these matters;
  - Advise the head of the Panel on any electoral/legal issues that would require attention and could have impact on the electoral process or work of the Panel.
  - Provide training plans/materials for panel members for their second visit.
  - Develop briefing packages and necessary forms that can be used later during the second visit of the panel when the team will be deployed to different parts of the country.
  - Develop a deployment plan for dispatching panel members to different parts of the country on the election day.
  - Prepare the first draft report of the mission based on the inputs that each panel member will submit. The report will be submitted to the Head of the Panel for his clearance and submission to the SG through the focal point for electoral assistance activities.

### **QUALIFICATIONS**

1. Extensive electoral/legal experience (15 years minimum).
2. Sound project management skills.
3. French language skills appropriate to the project context.
4. International experience and cross-cultural communications skills.

---

<sup>2</sup> . These specific TORs have been developed for each member of the panel for the first visit. Specific TORs for the second visit will be developed and conveyed at a later stage