

United Nations Children's Fund

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS**

<b>Title:</b> International Consultancy to strengthen private sector engagement to tackle online CSEA in Cambodia	<b>Funding Code:</b> N/A	<b>Duty Station:</b> Phnom Penh, Cambodia and remotely
<b>Purpose of Activity/Assignment:</b>  To strengthen the capacity and engagement of private sector to tackle online CSEA through coaching and mentoring on the implementation of child online protection guideline.		
<b>Scope of Work:</b>  The Consultant is expected to coach and support targeted companies from the Digital Technology Industry (DTI) to apply existing Child Online Protection (COP) guidelines to their services.  The Child Online Protection Guidelines for the Digital Technology Industry were launched in July 2023, and aim to encourage industries within the sector to prevent and respond to current and emerging harms posed by the use of technology through the implementation of internal child safeguarding policy and prevention and response to child sexual abuse material; establishment of prevention measures against child sexual exploitation and abuse such as clear guidance and rules for the protection of children online; Provision of protection measures, notably, ways to block both people and inappropriate or sensitive content, to make reports and to receive assistance from relevant authorities and/or services; data protection and confidentiality of any information relating to children using the internet.  The Consultant is expected, through UNICEF support and in close coordination with Ministry of Post and Telecommunication (MPTC) to provide technical support to about 10 DTI companies previously training on COP guidelines. Companies include but are not limited to: (a) Internet Service Providers (ISPs), (b) Mobile Network Operators (may also serve as ISPs), (c) Social network /messaging platforms and online gaming platforms, (d) Companies providing streaming services, including live streams.  The Consultant will engage with such companies through face-to-face meetings, sessions and follow-up discussion creating a safe space and will support to apply COP guidelines to their business practices and evaluate any progress including through case studies on good practices or lesson learnt to inform programming and advocacy related initiatives.		
<b>Child Safeguarding</b> Is this project/assignment considered as " <a href="#">Elevated Risk Role</a> " from a child safeguarding perspective? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO    If YES, check all that apply:  <b>Direct contact role</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel: <div style="border: 1px solid black; padding: 5px;">           A two-hour consultation with young people is expected with some supervision by UNICEF CP personnel. UNICEF will provide support to obtain clearances for the ethical review process, if needed.         </div> <b>Child data role</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):		

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

**Included in Annual/Rolling Workplan:**  Yes  No, please justify: See Activity 3.2.1 WP

**Consultant sourcing:**  National  International  Both

**Competitive Selection:**  Advertisement  Roster  Informal competitive (Low Value Contract)

**Single Source Selection:**  (Emergency - Director's approval)

<b>Supervisor:</b> Child Protection Specialist, Sophorn Som	<b>Start Date:</b> 20 August 2024	<b>End Date:</b> 30 November 2024
---	-----------------------------------	-----------------------------------

#	Work Assignments Overview	Deliverables/Outputs	Delivery deadline	Estimated Budget (Percentage of payment)
1.	Coaching support to make adjustments of 20 companies' capacity on COP guidelines through meetings, consultations	At least 4 companies develop or review internal child protection policies	20 working days (30 <sup>th</sup> October 2024)	80 percent
2.	Final report including two (04) case studies 1) Prepare and submit the final report 2) Four case studies	Final review report in English	5 working days (15 <sup>th</sup> November)	20 percent
<b>TOTAL</b>			<b>25 days</b>	<b>100 percent</b>

<p><b>Minimum Qualifications required:</b></p> <p><input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines</p> <ul style="list-style-type: none"> <li>An advanced university degree in the social sciences, legal affairs, or disciplines directly relevant to child protection.</li> </ul>	<p><b>Knowledge/Expertise/Skills required:</b></p> <ul style="list-style-type: none"> <li>At least 8 years of professional work experience, with a specialisation in child protection, human rights with relevant experience in child online protection highly preferred.</li> <li>Proven excellent research, reporting and communication skills and experience, especially on child protection or similar areas.</li> <li>Experience in working with UN/UNICEF, especially in ASEAN region including Cambodia will be an asset.</li> <li>Fluent in English (written and spoken). Fluent in Khmer highly desirable.</li> </ul>
--	--

<p><b>Submission of applications:</b></p> <ul style="list-style-type: none"> <li>▪ Letter of Interest (cover letter)</li> <li>▪ CV or Resume</li> <li>▪ Performance evaluation reports or references of similar consultancy assignments (if available)</li> <li>▪ Technical proposal outlining the methodology and approach to be followed</li> <li>▪ Financial proposal: All-inclusive lump-sum cost including travel and accommodation cost for this assignment as per work assignment.</li> </ul>	
<p><b>Evaluation Criteria (This will be used for the <a href="#">Selection Report</a> (for clarification see <a href="#">Guidance</a>))</b>  <b>Total of 100 points with 70 % technical and 30 % financial</b></p> <p>A) Technical Evaluation (100 points)</p> <ul style="list-style-type: none"> <li>○ Proposed methodology and approach (30 points)</li> <li>○ Experience in Online Protection with UNICEF or UN organizations (60 points)</li> <li>○ Educational background (Master’s Level) relevant to child protection (10 points)</li> </ul> <p>B) Financial Proposal (100 points)</p> <p>The maximum number of points shall be allotted to the lowest Financial Proposal that is opened /evaluated and compared among those technical qualified candidates who have attained a minimum of 60 points in the technical evaluation. Other Financial Proposals will receive points in inverse proportion to the lowest price.</p> <p>The Contract shall be awarded to candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview.</p>	
<p><b>Administrative details:</b></p> <p>Visa assistance required: N/A <input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/> Home Based: All works required under this consultancy are expected to take place in Phnom Penh</p>	<p><b>If office based</b>, seating arrangement identified: N/A <input type="checkbox"/></p> <p>IT and Communication equipment required: N/A <input type="checkbox"/></p> <p>Internet access required: N/A <input type="checkbox"/></p>

<sup>1</sup> Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

**Text to be added to all TORs:**

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the

Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.