

Terms of Reference

International Consultancy: Conducting a Situation Analysis of Children and Adolescents in Cambodia

Contract modality: Consultant contract ☒ or Individual Contractor ☐

Section: Planning Monitoring and Evaluation

Duty station: [Phnom Penh, Cambodia] ☐ , home-based ☐ , or hybrid ☒

Duration: 6 months, 15 August 2022 – 31 December 2022 (potential extension to 31 January 2023)

1. Background

The Situation Analysis (SitAn) of children's rights and well-being is a flagship product designed to inform policy dialogue, partnerships and interventions to improve the lives of children. It assesses and analyses the country's situation concerning children's rights and critical issues affecting their realization. The SitAn is a crucial part of the Child Rights Monitoring (CRM) framework and represents a key 'to UNICEF's programmatic output that helps focus on knowledge gaps related to inequities and child deprivations. By promoting the broad engagement of all stakeholders, the SitAn is expected to inform policy dialogue in the country and child-focused policy advocacy to make an important contribution to accelerating the achievement of child-related goals with equity.

The SitAn reflects UNICEF's role in urging all levels of government and all key stakeholders to use the Convention on the Rights of the Child as a guiding mechanism in policymaking and legislation to:

- Develop a comprehensive national agenda.
- Develop permanent bodies or mechanisms to promote coordination, monitoring and evaluation of activities throughout all sectors of government;
- Ensure that all legislation is aligned with the Convention and, if applicable, the Optional Protocols by incorporating the provisions into domestic law or ensuring that they take precedence in cases of conflict with national legislation;
- Map and cluster outstanding human rights recommendations pertinent to children with focus on the CRC, UPR, CEDAW and CRPD
- Make children visible in policy development processes throughout government by introducing child impact assessments;
- Analyze government spending to determine the portion of public funds spent on children and to ensure that these resources are being used effectively;
- Ensure that sufficient data are collected and used to improve the situation of all children in each jurisdiction;
- Raise awareness and disseminate information on the Convention and the Optional Protocols by providing training to all those involved in government policy-making and working with or for children;
- Involve civil society – including children– in the process of implementing and raising awareness of child rights.

Having conducted extensive consultations with all relevant stakeholders, including children, UNICEF and the Government of Cambodia agreed on the current Country Programme for the period 2019-2023 focusing on a series of complementary programme interventions under six broad components: a) health and nutrition; (b) WASH; (c) education; (d) child protection; (e) policy and public financing for children; and (f) programme effectiveness.

- **Health & Nutrition:** By 2023, pregnant women, mothers, newborns and children under the age of 5 years have increased equitable access to and the use of quality health and nutrition services, especially in the northeastern provinces and among marginalized groups, including during emergencies.
- **Water, Sanitation & Hygiene (WASH):** By 2023, underserved children equitably use safe water and practise safe sanitation and hygiene, including during humanitarian situations.

- Education: By 2023, girls and boys, particularly the rural and urban poor, have increased access to inclusive, equitable, relevant, and quality early childhood and basic education that promotes lifelong learning, including in emergencies.
- Child Protection: By 2023, girls and boys, including adolescents, living with families and outside of family care are increasingly free from violence and exploitation and from the threat of violence and exploitation in their homes, schools and communities and in institutions, including during humanitarian situations.
- Social Policy and Public Finance for Children: By 2023, children and adolescents, including the most disadvantaged, will benefit from effective social services and a child-sensitive social protection system.
- Programme Effectiveness: The country programme is efficiently designed, coordinated, managed and supported to meet quality results-based management standards and achieve results for children.

In 2021, the Royal Government of Cambodia and UNICEF Cambodia, in close consultation with line ministries, civil society organizations, adolescent and youth representatives, development partners, and the UN agencies, conducted a mid-term review (Programmatic Review) of the current country programme 2019-2023. The review aimed to provide updates on the common understanding of the changes that have taken place in the situation of children and women in Cambodia since the design of the programme, and to further enhance alignment with national priorities, while improving programme response to the evolving priorities and strengthening the focus on the poorest and most vulnerable households.

As the Royal Government of Cambodia and UNICEF prepare to discuss the priorities of a new Country Programme cycle, there is a growing need to update the analysis and provide UNICEF and its partners with new and robust evidence on the situation of children and adolescents in the country, particularly the most vulnerable, to inform programme decisions and guide policy advocacy and partnership efforts, as well as to track the progress of child rights implementation.

UNICEF, its partners and other stakeholders have conducted a number of major researches, studies and evaluations that provided new evidence that could use to strengthen and broaden data/information evidence on the situation of children and adolescents in the country. The country has finalized and published the 2019 population and housing census, with a number of thematic reports produced. The 2021 Cambodia Demographic and Health Survey (CDHS) is currently in the data finalization stage, with the Key Indicator Report which will be available in May and the full report in October 2022.

In view of the above, UNICEF Cambodia CO is seeking the services of an individual consultant to develop the SitAn report using the available evidence while paying due consideration to the Sustainable Development Goals (SDG) agenda, UNICEF gender policy and Gender Action Plan, 2022–2025, and associated documents which will provide further guidance on emerging evidence needs and their existence or availability specific to the Cambodia context and main national priorities such as National Strategic Development Plan (NSDP) 2019-2023, Cambodia COVID-19 Economic Recovery Plan (2021- 2023) and other relevant sectoral plans. The NSDP midterm review is being finalized and will be made available in the second quarter of 2022.

2. Purpose

The main purpose of this assignment is to conduct a human-rights based and equity-focused Situation Analysis of children and adolescents with respect to the realization of ' 'children's and 'adolescents' rights, including those with disabilities. The analysis should examine the baseline, progress, challenges and opportunities for achieving child rights and well-being, and the patterns of deprivation, including capacity gaps that children and adolescents face. The analysis should be objective and verifiable, based on outstanding recommendations and concluding observations from human rights treaty bodies and mechanisms, and expected to be used by all partners and stakeholders in the country in addressing key challenges preventing children and adolescents, especially the most disadvantaged, from enjoying their rights ensured in the Convention on the Rights of the Child (CRC) and other international obligations of the country.

The Situation Analysis report highlights the strategic priorities for the country to reduce disparities and address vulnerabilities, contribute to shaping the national development agenda, and accelerate the achievement of national and international development goals regarding children and adolescents, including Sustainable Development Goals (SDGs). It should look critically at the progress that policy and programme interventions have made towards at-scale coverage of all vulnerable groups, the adequacy of policy delivery, particularly in terms of budget, and the resources for leaving no child behind.

The SitAn is expected to present robust evidence, highlight opportunities for socially-inclusive development and unpack and examine the bottlenecks to realizing child rights and the interrelated roles of duty-bearer institutions. It should highlight inequalities between groups, socio-economic characteristics, urban/rural and intra-urban disparities, genders, geographic locations and other dimensions. The SitAn should pay special attention to looking at disaggregated data and unpacking national and/or subnational averages. Besides presenting an analysis of why inequities exist, it should also present contextualized recommendations and strategies on what could be done by key stakeholders to attain/ sustain inclusive social development that guarantees equal inclusion and participation of all groups of children and adolescents. SitAn should be grounded in the 'country's political, economic and social realities, review progress towards the Sustainable Development Goals (SDGs), and regional and global issues that affect 'children's rights and well-being. At the core of SitAn should be national issues, but it also explores global and regional issues that affect the national agenda. By having a strong equity focus, the SitAn should shed light on the situation of children and most deprived young people left invisible.

The Situation Analysis is relevant to a wider audience, including government bodies/ministries, all development partners (including UNICEF), civil society, ombudspersons, children and adolescents, academia, private sector actors, media and others. Therefore the process of developing the Situation Analysis anticipates engagement with the government and key stakeholders, including children and young people. It serves as an opportunity to promote meaningful dialogue between the main child rights actors in the country on 'children's and 'adolescents' issues.

3. Work Assignment

- Develop a deep understanding of the situation of children and adolescents (including relevant groups of young people in particularly vulnerable situations) by analyzing the policies and strategies, social and economic trends affecting them (data disaggregated by age, gender, urban/rural, ethnicity, socio-economic status and other relevant factors).
- Identify and analyze the barriers and bottlenecks that prevent children, especially the most disadvantaged children and families, from benefiting from social services across sectors and enjoying their rights; draft strategies and recommendations on how to remove the bottlenecks and barriers.
- Provide national government partners with comprehensive equity-sensitive and evidence-based analysis of children and adolescents for result-based decision-making;
- Provide essential information to non-government partners (NGOs, community-based organizations, civil society, media and business sector) to be used in their planning and interventions to address the most urgent issues affecting children and adolescents contribute to the (re)formulation of key national strategies so that the priorities for the most disadvantaged children and adolescents are integrated into the socio-economic development agenda.
- Identify critical data gaps and contribute to the generation of evidence that can improve the monitoring of the rights of children and adolescents, especially the most vulnerable groups.
- Assess the current or potential presence of emergency risks (disaster risks and other potential shocks), the likelihood of their occurrence, the underlying vulnerabilities and the capacities and coping mechanisms of families, communities and local and national institutions.
- Analyze to what extent there is an enabling environment for the realization of the rights of all children and adolescents, and analyze how evidence-based interventions and services needed to address

- deprivations are prioritized in national policies, laws, strategies, plans and budgets
- Capture new or emerging areas of concern regarding children and adolescents, such as environmental issues affecting them, mental health issues etc.
- Analyze the role/impact of the business sector on child and 'adolescents' rights fulfilment as well as public financial management.

The consultant will primarily rely on secondary data analysis, with the limited primary data collection from major child rights duty-bearers through key informants interview, focus group discussion and stakeholder mapping to complement secondary data analysis. This will specifically include:

- *Desk review* of existing nationally and internationally available data and evidence on selected topics published in studies, research, evaluation and survey reports including programme reports, studies, research and evaluations generated by UNICEF. The desk review should analyse trends and child outcomes in the selected focus areas to enable the in-depth understanding of key social, cultural and economic issues. Desk review of outstanding recommendations and concluding observation from human rights treaty bodies and mechanisms .
- *Desk review and comparative Analysis* of available legislation, social policy, government strategies and budget allocation and Analysis of public expenditure documents.
- *Background notes* on specific topics where UNICEF and other actors working with and for children do not have or have limited knowledge for a comprehensive Situation Analysis (e.g. gender analysis of disparities; environmental/climate issues affecting children, mental health issues, migration etc.).
- *Key 'informants' interviews and Focus Group Discussions*, including those who shape and implement public policies, but also the beneficiaries – group of women, group of traditional leaders, group of children/adolescents, etc (focus groups and interviews during in-country visits). The participative and consultative part will be an important component of the methodology.

The Analysis must fully consider and articulate disparities related to gender, income, geographic location (national/ regional perspectives) and ethnicity. The Analysis should look across all child rights and identify where there are deprivations. The methodology for data collection and Analysis and the process of documentation should enable the periodic update of the situation analysis.

Consultant is required to propose a more precise methodology within the Inception phase. UNICEF Guidance on conducting the Situation Analysis is requested as a reference for this purpose.

Stages of the situation analysis:

Within the assignment, the consultant should engage with all relevant stakeholders that can contribute to the SitAn development. This process will be supported by the UNICEF Country Office.

1. Inception phase: **August 2022**

- Initial desk review to assess the availability of data/information
- Development of a final conceptual framework for the SitAn and specific tools for data collection.
- Presentation of the conceptual framework and the tools to UNICEF and key stakeholders to facilitate an in-depth common understanding of the framework
- Submission of an inception report, including finalized conceptual framework and methodology.

2. Data collection and Analysis: **September-October 2022**

- in-depth desk review of existing evidence regarding the situation of children and adolescents. This includes data/information on the most disadvantaged and deprived groups of children. National strategies and planning documents, policies and budgets. Relevant data and information on climate issues, energy and environment, gender equality, public financial management, the role of the business sector, and meaningful children and adolescent participation should be collected and analysed.
- Desk review of outstanding recommendations and concluding observation from human rights treaty

bodies and mechanisms

- Interviews and/or focus groups with key informants.
- Secondary Analysis of available data/information.
- Discussion and agreement on strategies to remove bottlenecks to the realization of child rights, particularly for vulnerable groups.

3. Reporting: **December 2022 (potential extension till January 2023)**

- Development of draft reports, presentations and annexes

4. Child Safeguarding

Is this project/assignment considered an "[Elevated Risk Role](#)" from a child safeguarding perspective?

☐ YES ☒ NO

If YES, check all that apply:

- **Direct contact role** ☐ YES ☒ NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children or work in their immediate physical proximity, with limited supervision by a more senior member of personnel:

- **Child data role** ☐ YES ☒ 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):

5. Qualifications or Specialized Knowledge/Experience Required

Background. Recognized researcher with proven experience in public policy, social policy and policy analysis, public finance and child/human rights.

Education. Advanced degree in social sciences, international development or related relevant fields.

Expertise and skills

- At least ten years of relevant experience in the development of analytical reports and policy documents related to children and adolescents.
- Strong analytical skills – references to previous work or institutions.
- Excellent knowledge of statistics, social service systems, development agenda
- Previous experience with UNICEF is an advantage.
- Experience or solid understanding of regional development and/country context is an advantage.
- Proven experience in quantitative and qualitative data analysis, policy (and finance) analysis (including experience in the consistent use of age and sex-disaggregated and gender-sensitive data), and report preparation.
- Knowledge of human rights-based approach to programming.
- Experience in facilitating consultations with government representatives, NGOs, academia, children, adolescents and other stakeholder.
- Fluency in English, including excellent writing skills

6. Location

The consultancy will be delivered virtually/remotely, with a two-time 20-day presence in the country (Phnom Penh) to consult with the government and stakeholders and present the Draft SitAn report to partners for validation. No visit to the field is anticipated.

7. Duration

The work is expected to be carried out within a period of seven months. A total of **55 consultancy working days** are estimated for this assignment with the following estimated share of days. Due to UNICEF system issue for the time being, kindly note that exact end date for this consultancy is anticipated to be by 30 January 2023.

8. Deliverables

The SitAn consultant is expected to produce the following deliverables:

Key Activities and tasks	Description	Deliverables	Estimated # days	Indicative due date
Deliverable #1				
1. Inception report phase (Remote)	<p>Develop and submit an inception report summarizing key methodologies and timeframe:</p> <ul style="list-style-type: none">- Map available data and information, publications on the situation of children and women in Cambodia- Review UNICEF Core Guidance: New Generation Situation Analysis and the suggested outline.- Schedule of activities and timeline;- Presentation of the conceptual framework and the tools to UNICEF and key stakeholders mapping to facilitate an in-depth common understanding of the framework;	Inception Report	10 days	15 September 2022
2. Desk review: Data collection, including consultation with stakeholders (Remote)	<ul style="list-style-type: none">- In-depth desk review of existing evidence regarding the situation of children and adolescents. This includes data/information on the most disadvantaged and deprived groups of children—national strategies and planning documents, policies and budgets.- Desk review of outstanding recommendations and concluding observation from human rights treaty bodies and mechanisms- Relevant data and information on climate issues, energy and environment, gender equality, public financial management, the role of the business sector, and meaningful children and adolescent participation analyzed.		15 days	30 September 2022
Deliverable #2				

3. Consultation and dialogue with stakeholders to gather more information (in person in Cambodia)	<ul style="list-style-type: none"> - In-country visit to interview relevant government organizations, UN agencies, donors, and CSOs to collect more data if needed. - Conduct consultation with government and civil society partners. 	1 st In-country visit	5 days	10 October 2022
4. First draft prepared (Remote)	- Produce the first draft of the SitAn report integrating inputs from the consultations and dialogues with stakeholders	1st draft SitAn Report	15 days	30 October 2022
5. Validation workshop with partners and consultation with CO (in person in Cambodia)	- In-country visit to present the Draft SitAn report to partners for validation	A Power Point Presentation	5 days	15 November 2022
Deliverable #3				
6. Finalization of SitAn Report (Remote)	<ul style="list-style-type: none"> - Review the report with comments from the validation workshop and - Submit the final SitAn Report and other products 	<ul style="list-style-type: none"> - Final SitAn Report (Final ppt presentation) - A Brief Summary document for policymakers (within 5 pages) 	5 days	30 January 2023
Total			55 days	

9. Reporting Requirements

The reporting requirements are mentioned in Annex 2 on Suggested Outlined Reporting Requirements. Below are the key deliverables:

- Inception Report (15-20 pages in length, excluding annexes)
- Draft SitAn Report (maximum of 50 pages)
- Final SitAn Report (maximum of 50 pages), PowerPoint presentations, Executive Summary document for policymakers (within 5 pages)

10. Payment Schedule linked to deliverables

Proposed payment schedule based on the deliverable in English language:

Payment	Deliverable
20%	Upon UNICEF's acceptance of the submitted Inception report (deliverable #1)
40%	Upon satisfactory delivery of the draft SitAn reports (full and annexes report) (deliverable #2)
40%	Upon satisfactory acceptance of the final SitAn Reports (full and annexes) and final PowerPoint presentation, Executive Summary (deliverable #3)

11. Contract supervisor

The consultant will work under supervision of the UNICEF Deputy Representative Programmes.

12. Nature of 'Penalty Clause' to be Stipulated in Contract

Unsatisfactory performance: In case of unsatisfactory performance, the Contract will be terminated by notification letter sent five (5) business days prior to the termination date in the case of contracts for a total period of less than two (2) months, and ten (10) business days before the termination date in the case of contracts for a longer period.

Performance indicators: the consultant's performance will be evaluated against the following criteria: (1) timeliness, (2) quality, and (3) relevance/feasibility of recommendations for UNICEF Cambodia.

13. Applications requirements/ submission criteria

Interested candidates are kindly requested to apply and upload the following documents:

- Letter of Interest (cover letter)
- CV or Resume
- Performance evaluation reports or references of similar consultancy assignments (if available)
- Financial proposal: All-inclusive lump-sum cost including:
 - Consultancy daily/monthly fee
 - International travel to/from Cambodia. The travel cost shall be based on the most direct and economy fare
 - In-country presence for 10 days, per-diem to cover lodging, meals and any other cost associated to take over the full assignment
 - Medical insurance (health and accidental death, medical evacuation) for the entire duration of the contract.
 - A certificate of a complete dose of Covide-19 vaccination

14. Assessment Criteria

A two-stage procedure shall be utilized in evaluating proposals, where the evaluation of the technical proposal will be completed prior to any price proposal being reviewed and compared. The Cumulative Analysis Method (weight combined score method) will be used for evaluation and selection in this process and the Contract shall be awarded to candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview. A verbal interview might be required to determine the applicant's technical qualification.

a) Technical Qualification (max. 100 points): weight 70 %

- *Education (20 points)*
- *Relevant working experience (40 points)*
- *Knowledge and skills (40 points)*

b) Financial proposal (max. 100 points): weight 30 %

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 70 points score in the technical evaluation. Other Financial Proposals will receive points in inverse proportion to the lowest price.

ANNEX 1. CONCEPTUAL FRAMEWORK AND METHODOLOGY

The SITAN should adopt the following indicative framework:

Conceptual framework

The overall conceptual framework of the situation analysis is the Human Rights-Based Approach to Programming (HRBAP). It should provide an understanding of the existing deprivations and inequities, establish the linkages between the underlying causes and barriers to achieving child rights and well-being, and provides an understanding of the existing deprivations and inequities. The conceptual framework situates the Analysis in the country context and clearly recognizes the regional and global issues that are impacting ' children's lives in the country. Furthermore, it explores the reasons behind the uneven realization of child rights and inequities in well-being, and the opportunities for achieving progress for all children, especially those who are left behind or at greatest risk of being left behind.¹

In addition to the causality analysis that includes key deprivation, immediate, underlying and structural causes, the following 10 determinants should help categorise critical bottlenecks and barriers:

Determinants of bottlenecks and barriers	Description
Social Norms	Widely followed social rules of behaviour that generate barriers
Legislation/Policy	Adequacy of laws and policies to reduce/avoid barriers
Budget/expenditure	Allocation & disbursement of required resources
Management /Coordination	Roles and Accountability/ Coordination/ Partnership
Availability of essential commodities/inputs	Essential commodities/ inputs required to deliver a service
Access to adequate services and information	Physical access (services, facilities/information)
Financial access	Direct and indirect costs for services/ practices
Social and cultural practices and beliefs	Individual/community beliefs, behaviours, practices, attitudes
Continuity of use	Completion/ continuity in service, practice
Quality	Adherence to quality standards (national or international)

¹ For more details on Conceptual framework and how to analyze Children's rights in the new generation of SitAn please see UNICEF (2019), [Core guidance; New Generation Situation Analysis](#), p 14. (Annex 1)

The following table outlines the specific questions in the conceptual framework. Some of these questions might need to be further unpacked depending on the country context or how the Analysis is designed.

Conceptual framework and specific questions

FRAMEWORK	QUESTIONS
Country Overview (scene setting)	<ul style="list-style-type: none"> ▢ What population groups are affected by national/subnational laws; policies including budgets; conflict; and economic, social and environmental factors that lead to inequities? ▢ How does the broader country context contribute to child rights and the well-being of young people? ▢ What macro factors exacerbate inequities? ▢ What innovative solutions are accelerating inclusive development? ▢ How are institutions – regional, national, subnational, private, public, etc. systematically achieving their obligations on inclusive services and enabling opportunities for children and young people to meet their full potential?
Causes, Challenges And risks	<ul style="list-style-type: none"> ▢ What specific factors have contributed to the realization of child rights and well-being? What are the main child rights violations in the country? ▢ What are the top factors, including risks (prioritization is key here), that prevent the realization of child rights and well-being? ▢ What are the key factors that drive inequities in the realization of child rights and well-being? ▢ How are children engaged as active agents in decisions? ▢ Do children and young people, especially the most vulnerable, enjoy their rights to (available, access, use, adequate and effective) coverage of commodities, services and opportunities?
Child rights And well-being:	<ul style="list-style-type: none"> ▢ What progress has been made in achieving ' 'children's rights and well-being against all rights and across relevant age groups, such as neonates, children under 5 years, young children, youth and adolescents, as defined within the national context, literature and evidence? ▢ Has there been any improvement in child development indicators compared with previous SitAn?
Progress and Inequities	<ul style="list-style-type: none"> ▢ Has progress been unequal? How large or deep are the deprivations faced by marginalized groups, such as girls and women, those living in poverty, children with disabilities, minorities, refugee children and children affected by migration, among others? ▢ Who are the groups left behind, where and why? ▢ Who, among the children who are being left behind, face severe and/or intersecting deprivations and disadvantages or multiple forms of discrimination that make them likely to be the furthest behind? ▢ How resilient are children to shocks and stressors?
Global and Regional Issues	<ul style="list-style-type: none"> ▢ What are the global and regional issues that impact child rights and well- being? ▢ Has there been country progress in addressing the concluding observations of the periodic reports of the United Nations Convention on the Rights of the Child and related human rights treaties? ▢ How are cross- border issues and openings (migrations, trafficking, digitalization, etc.) being addressed/harnessed at scale? ▢ How does the realization of child rights and well-being contribute towards the achievement of the SDGs in the country, and addressing emerging issues?

Methodology (also stated above)

The consultant will primarily rely on secondary data analysis, with the limited primary data collection from major child rights duty-bearers through key informants interview, focus group discussion and stakeholder mapping to complement secondary data analysis. This will specifically include:

- *Desk review* of existing nationally and internationally available data and evidence on selected topics published in studies, research, evaluation and survey reports including programme reports, studies, research and evaluations generated by UNICEF. The desk review should analyse trends and child outcomes in the selected focus areas to enable the in-depth understanding of key social, cultural and economic issues. Desk review of outstanding recommendations and concluding observation from human rights treaty bodies and mechanisms .
- *Desk review and comparative Analysis* of available legislation, social policy, government strategies and budget allocation and Analysis of public expenditure documents.
- *Background notes* on specific topics where UNICEF and other actors working with and for children do not have or have limited knowledge for a comprehensive Situation Analysis (e.g. gender analysis of disparities; environmental/climate issues affecting children, mental health issues, migration etc.).
- *Key 'informants' interviews and Focus Group Discussions*, including those who shape and implement public policies, but also the beneficiaries – group of women, group of traditional leaders, group of children/adolescents, etc (focus groups and interviews during in-country visits). The participative and consultative part will be an important component of the methodology.

The Analysis must fully consider and articulate disparities related to gender, income, geographic location (national/ regional perspectives) and ethnicity. The Analysis should look across all child rights and identify where there are deprivations.

The methodology for data collection and Analysis and the process of documentation should enable the periodic update of the situation analysis.

Consultant is required to propose a more precise methodology within the Inception phase. UNICEF Guidance on conducting the Situation Analysis is requested as a reference for this purpose.

ANNEX 2. SUGGESTED OUTLINED REPORTING REQUIREMENTS

Based on the [UNICEF Core Guidance: New Generation Situation Analysis](#), a suggested outline for the report includes the following elements with an indicative maximum of 50 pages, and the final outline will be determined after consultations with UNICEF:

Heading	Content
1. Executive Summary	
<ul style="list-style-type: none"> - Acknowledgements - Structural Determinants Analyses (SDA) and Conclusions 	
2. Introduction	
<ul style="list-style-type: none"> - The primary and secondary aims of the analysis should be clearly explained - The methodology, limitations and constraints and the ethical issues provide information on the process explained - The audience should be explained, i.e. who will use the analysis and how they will benefit from it; as well as dissemination and advocacy strategy 	
3. Country Overview	
3.1 Demographic profile	<ul style="list-style-type: none"> - shows country population characteristics - provides insights on population trends with special focus on children and young people - provides impact analysis of children and young people - provides insight on urbanization and characteristics of urban and rural populations and persons/children with disability.
3.2 Political Economy and Governance:	<ul style="list-style-type: none"> - describes the context of the distribution of power and resources - describes the governance structure and levels of decentralization their and impact on child well-being - describes key political and economic trends: economic growth, the structure of the formal and non-formal economy - outlines the excluded populations - flags how the inclusion of vulnerable populations can be taken to scale
3.3 Poverty	<ul style="list-style-type: none"> - provides poverty analysis and poverty profile; - highlights the proportion of children living in monetary and multidimensional poverty - presents the proportion of poor households; - presents an analysis of child poverty and the level of the child assesses trends in poverty reduction and analysis of inequalities - presents both monetary and multidimensional poverty; - makes clear which groups of children suffer disproportionately from poverty and experience deprivation
3.3 Humanitarian Risk Profile	<ul style="list-style-type: none"> - outlines risks and drivers of a humanitarian crisis, disasters, unplanned urbanization, extreme weather, emergencies, a protracted crisis at a national and local level - describes mitigation strategies - provides analysis of the capacities and readiness of the preparedness of various levels of governments and other stakeholders - includes a description of risks of transnational nature

Heading	Content
	<ul style="list-style-type: none"> - provides analysis of how identified risks may impact children and young people, families and communities
3.4. Gender Profile	<ul style="list-style-type: none"> - provides analysis of unequal outcomes for girls and boys; - shows gender-related barriers and causes that underpin them - includes qualitative analysis of immediate, underlying, and structural causes - includes a review of the demand and supply of services, the socio-cultural environment, and legislative and policy frameworks. <p><i>Data should be disaggregated whenever possible.</i></p>
4. The Enabling Environment for ' 'Children's Rights	
4.1. Legislation and Policy	<ul style="list-style-type: none"> - description and analysis of the legal framework underpinning the realization of child's rights; - who is affected by national and sub/national laws, policies and strategies; - Assessment of institutions and institutional capacity to achieve their obligations on child rights realization.
4.2. Public finance	<ul style="list-style-type: none"> - provides analysis of the financing landscape for children's policies and issues - presents national budget allocations and spending for social services critical for child well-being - provides insight on how finances contribute to child rights implementation.
4.3. Drivers of Inequalities	<ul style="list-style-type: none"> - presents a causality analysis of drivers of inequalities that affect children and young people in the country - puts special focus on groups of vulnerable children - provides analysis of inequalities across age categories
4.5. Stakeholders	<ul style="list-style-type: none"> - maps main child rights stakeholders in the country in a broader sense - highlights the systems and mechanisms for engagement of children and young people in a meaningful manner, - includes analysis of the private sector and the business, multilateral financial institutions and regional bodies
4.6. Business	<ul style="list-style-type: none"> - assesses the direct and indirect impact of business on children and families - looks at the role of the private sector as a stakeholder in offering solutions and decision making in the country - analyses the business environment from the perspective of child rights focusing on care values, potential and practical contributions to advance - social inclusion and scale up results for children and young people
4.7. Assessment of Essential Products/Services, Markets and Supply	<ul style="list-style-type: none"> - provides an assessment of the essential commodities and services - identifies most critical issues that facilitate or hinder access to commodities and services - assess availability, affordability and accessibility of essential and innovative commodities and services and their cost, speed and quality of delivery - includes potential strengths of local markets, including the potential capacity to scale new products/services - assess public and private sector capacities to produce and deliver commodities and services and potential partnerships for realizing child rights through the supply
4.8. Knowledge,	<ul style="list-style-type: none"> - analysis of knowledge attitudes and practices preventing the realization of child

Heading	Content
attitudes and practices	rights. - assessment of social norms and individual behaviours and the barriers they create for the realization of rights for children
5. The Rights Of Children (Analyzed Dimensions)	
5.1. Poverty and Standards of Living <i>(this section is optional if already adequately covered under Section 4)</i>	a. Poverty and multidimensional deprivation b. Social Protection System
5.2. Health and nutrition	a. Health System b. Mother, newborn and child health c. Immunization d. Nutrition e. Adolescent health f. HIV/AIDS g. Water and Sanitation h. Climate change and environment issues
5.3. Education	a. Education system b. Participation in education c. Learning
5.4. Water, Sanitation and hygiene	a. Water, Sanitation and Hygiene b. Climate change and environment issues
5.5. Family environment and protection	a. Violence against children and women b. Children without parental care c. Child marriage and other harmful practices d. Child labour e. Juvenile justice
5.6. Participation and Civil Rights	a. Birth registration and documentation b. Access to justice c. Child and adolescent engagement and freedom of expression d. Information, internet and right to privacy e. Leisure and culture
5.7 Cross-cutting issues	a. Gender <i>(optional here if already analyzed under Section 3)</i> b. Disability c. ECD d. Adolescents
6. Covid 19. Lessons and challenges from the first phase of the pandemic. (special insertion)	
a. The government's response: 2020 timeline and b. chronology of events; c. The government's policy response and Economic Recovery Plan; d. Financing the response: the COVID-19 Fund	

Heading	Content
	<ul style="list-style-type: none"> e. Support from development partners f. The United Nations response g. The role of civil society.
	<p>For all dimensions:</p> <ul style="list-style-type: none"> - Analysis of progress on achieving rights in the respective areas - identification of main child rights violations - application of the determinant analysis - strategies to remove bottlenecks and barriers - data should be age and gender-disaggregated - a special focus should be given to children and adolescents living in vulnerable circumstances
	7. CONCLUSIONS AND RECOMMENDATIONS
	<ul style="list-style-type: none"> - prioritizes the top issues and opportunities impacting child rights in the country - identifies data and evidence gaps - provides recommendations by identifying change strategies - address the gaps and recommend further research and analysis needed recommendations to address all stakeholders in the country, including the government and UNICEF