

## UNICEF Moldova

### Terms of Reference

**Consultancy title:** Technical support to the National Bureau of Statistics and the Ministry of Education and Research in revision of the classification of national educational programmes and propose amendments to the Code of Education to comply with international definitions related to education levels in line with the International Standard Classification of Education (ISCED 2011) – follow up on the recommendations of the Sectoral Evaluation Report of Education Statistics of the Republic of Moldova (2021), conducted by Eurostat

**Position type:** National Individual Consultant

**Location:** Chisinau, Republic of Moldova

**Section/Division:** Monitoring and Evaluation / Programme/ UNICEF Moldova

**Categories:** education and training, classification

**Duration:** 35 billable days, July – October 2024

### Background

This Terms of Reference is developed for consultancy services to provide support to the National Bureau of Statistics of the Republic of Moldova (hereinafter 'the NBS') and the Ministry of Education and Research (hereinafter 'the MER) to follow up on the recommendations of the Sectoral Evaluation Report of Education Statistics of the Republic of Moldova (2021), conducted by Eurostat. Namely, in revision of the national educational programmes to be in line with the International Standard Classification of Education (ISCED-2011), amendment of the Code of Education and adjustment of the Classification of Educational Programmes in the Republic of Moldova (hereinafter 'the MoldCED,').

The structure of education systems varies widely between countries. UNESCO's International Standard Classification of Education (ISCED) is the reference classification for organising education programmes and related qualifications by education levels and fields.

The ISCED classification was initially developed by UNESCO in the mid-1970s, and was first revised in 1997. Due to subsequent changes in education and learning systems throughout the start of the 21st century, a further review of ISCED was undertaken between 2009 and 2011 involving extensive global consultation with countries, regional experts and international organisations. The revised ISCED 2011 classification was adopted by the UNESCO General Conference at its 36th session in November 2011. The ISCED 2011 (levels of education) has been implemented in all EU data collections since 2014.

The first edition of the national Classification of Educational Programmes has been elaborated in 2006 (MoldCED 2006) in line with ISCED 1997 and approved by the NBS and the MER to serve as an instrument suitable for assembling, compiling and presenting comparable indicators and education statistics both on the national and the international level. The MoldCED 2006 is based on the concepts and definitions of ISCED 1997, taking into consideration the Law on Education No. 547-XIII from 21 July 1995 and its later amendments. The legal and regulatory landscape in

the Republic of Moldova has been constantly evolving over the past 15 years. The Law on Official Statistics has been revised (No.93 from 26 May 2017), key policy documents related to education system were revised and/or approved, i.e.the Code of Education ( No 152 from 17 July 2014 and its later amendments).

The current assignment will help the NBS and the MER to address of the recommendations of the Global Evaluation Report of the National Statistical System of the Republic of Moldova (2019), and the Sectoral Evaluation Report of Education Statistics of the Republic of Moldova (2021), conducted by Eurostat, to align the national educational classification system with ISCED 2011. The latest concluded that the education statistics in the Republic of Moldova partly comply with EU and other international standards. The main difficulty lies with the administrative data produced by the MER on Technical Vocation Education (based on the National Code of Education) that do not fully comply with the NBS classification (based on ISCED 2011) in what regards specifically the post-secondary non-tertiary education (ISCED 2011, level 4) and tertiary education levels (ISCED 2011, levels 5-7). Amendments to the Code of Education would be required to ensure compliance with ISCED 2011.

Based on the above, UNICEF is seeking for technical expertise to support the NBS and the MER in revision of the national educational programmes in line with the latest international standards to compile, generalize and present comparative statistical data and indicators, both nationally and internationally (revision of the MoldCED 2006 in line with ISCED 2011 is a part of the NBS Action Plan for 2024, Activity 117 ). Amendments to the Code of Education will be proposed to comply with international definitions related to educational levels. The importance of this activity derives from the need to adapt the statistical infrastructure to international and EU standards in statistics, in the part related to the development of statistical classifications.

### **Purpose of the consultancy, related duties/tasks and expected results**

The consultant will provide technical expertise in revision of the classification of the national educational programmes, as specified in the Code of Education (no.152/2014, art.12), in line with the ISCED 2011. Collaboration with the MER and the NBS will be ensured throughout the process and the following tasks will be conducted:

- detailed analysis of classification and description of the content of the educational programmes in the Republic of Moldova as specified in the Code of Education;
- comparative analysis of national educational programmes and the latest classification of the educational levels and programmes as per ISCED 2011 to identify discrepancies, if any;
- mapping of classification of national educational programmes in line with ISCED 2011 and development of proposals to adjust classification of the national educational program to be compliant with ISCED 2011;
- elaboration of the new version of classification of national educational programmes according to ISCED 2011, considering MoldCED and proposed amendments to the Code of Education.

All the tasks will be implemented in close collaboration with the NBS and the MER, whose staff will guide expert's activity and endorse all deliverables provided by the consultant. Throughout

the process, consultative meetings will be organized by the consultant and key deliverables as specified below.

### Key deliverables and delivery dates/timeline \*

Tasks	Deliverables and payment schedule	Timeline, billable days
Desk review of classifications, reports, recommendations etc. and develop detailed workplan and timeline (including kick off meeting with the NBS, the MER and UNICEF to agree on the process)	<b>Assessment schedule and workplan</b> , kick off meeting documentation (in Romanian)	2 days
Conduct a comparative analysis of classification and description of the current educational programmes and their compliance with ISCED 2011 (desk review and collaboration with the MER and the NBS)	<b>Short analytical brief</b> to outline the results of comparison of national educational levels/ programmes and ISCED 2011, including proposed amendments to the Code of Education (validated with the MER and the NBS) (in Romanian)	14 days
<b>First payment – 40% (16 billable days)</b>		
Elaboration of the new version of the classification of national educational programmes in compliance with ISCED 2011, considering MoldCED and proposed amendments to the Code of Education (including coordination meetings with the NBS and the MER, addressing comments and follow up)	<b>Draft version of new classification of national educational programmes, according to ISCED 2011</b> , that will include purpose, coverage and definitions, concept of educational programmes and the structure of the national educational system by levels, specification of educational levels, covering ISCED level 0 - ISCED level 8 (validated with the NBS and the MER) (in Romanian)	15 days
Finalisation of new classification of national educational programmes, according to ISCED 11, addressing comments and suggestions from the NBS and the MER	<b>Final version of new classification of national educational programmes, according to ISCED 2011</b> (in Romanian )	3 days
Document the assessment by compiling and arranging all deliverables to closure the contract	Documentation of the assessment	1 day
<b>Final payment – 60% (19 billable days)</b>		
<b>TOTAL 35 billable days</b>		

\* Detailed deliverables and exact deadlines will be mutually agreed upon contract signature

Monitoring of the assessment will be ensured by reporting on progress for each deliverable via email. Regular meetings will be organized by consultant with the NBS, the MER and the UNICEF (at least three – kick off meeting, initial presentation of the results of the analysis and final validation meeting)

Payments will be rendered upon successful completion of each task and submitted deliverables as outlined above.

## Reporting

The Consultant will work under direct supervision of the UNICEF Moldova Monitoring & Evaluation Specialist and in close collaboration with the Education Specialist. UNICEF will regularly communicate with the Consultant and provide feedback on deliverables performance and all other necessary support to achieve objectives of the assignment, as well as remain aware of any upcoming issues related to the Consultant performance and the quality of work. All the activities and deliverables undertaken by the Consultant shall be discussed and planned in consultation with UNICEF. Throughout the assignment, necessary guidance will be provided by UNICEF and the NBS - the key stakeholder who will provide all necessary data and clarifications and facilitate liaison with the MER etc.

All products will be subject to UNICEF and the NBS review before approval. All deliverables will be presented in Romanian to ensure proper consultation process with the NBS and the MER. All deliverables need to be submitted in electronic format (Word, Excel, Visual etc.)

## Performance indicators for evaluation of results

The performance of work will be evaluated based on the following indicators:

- Completion of tasks specified in ToR;
- Compliance with the established deadlines for submission of deliverables;
- Quality of work;
- Demonstration of high standards in cooperation and communication with UNICEF and counterparts.

## Qualifications

### Education:

- Advanced university degree (Masters or higher) in educational sciences, administrative sciences, law.

### Knowledge / Experience:

- Minimum five years of progressively responsible professional experience in education domain;
- Analytical capacity and proven experience in analysis of national and international normative acts, as well as alignment with EU standards;
- Knowledge of international standards (UNESCO, EU);
- Relevant experience in working with international organizations (working with UNICEF/other UN Agencies highly preferred);

### Skills:

- Strong writing and communication skills especially in team environments, highly preferred;
- Ability to work independently with confidence and self-motivation, necessary;
- Highly organized and proactive with timely production of materials, necessary;

### Language Proficiency:

- Fluency in Romanian and working knowledge of English.

### **Requirements**

- Completed profile in UNICEF's e-Recruitment system; with copy of academic credentials
- Cover letter including summary of relevant experience with similar type of assignments
- Curriculum Vitae
- Technical proposal that will include:
  - (i) proposed approach and methodology;
  - (ii) estimated timeline and milestones;
  - (iii) potential risks and mitigation measures and
  - (iv) reference to related work previously conducted by the consultant.
- Financial proposal (in MDL), that will include daily fee to undertake the deliverables listed in the ToR;
- Indication of candidate's availability to undertake the assignment.

Technical evaluation will be performed through a desk review of applications, and if necessary, may be supplemented by an interview.

Payment of contract fees will be based on submission of agreed satisfactory deliverables, as specified above. 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. The contract does not allow payment of off-hours, medical insurance, taxes, and sick leave. UNICEF reserves the right to withhold all or a portion of the payment if performance is unsatisfactory, if work/output is incomplete, not delivered or for failure to meet the agreed deadlines.

### **Work location, official travel involved, and support provided by UNICEF**

No in-country travel is envisaged.

UNICEF will work in close collaboration with the NBS to provide the Consultant with relevant policies, documents, reports etc., as well as facilitate the contact with the MER and relevant stakeholders and partners. UNICEF will ensure timely feedback to all deliverables to be presented by the Consultant.

### **Child Safeguarding**

Is this project/assignment considered as "Elevated Risk Role" from a child safeguarding perspective?

YES  NO

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

### **Ethical considerations**

No major ethical, cultural or organizational risks are foreseen. The Consultant should be sensitive to beliefs, manners and customs and act with integrity and honesty while interacting

with stakeholders. Furthermore, the Consultant should protect the anonymity and confidentiality of individual information. and use documents and information provided only for the tasks related to these terms of reference.

As per the DHR Procedure on Consultants, together with the Notification letter, the Consultant will be sent the link on Agora containing UNICEF policies on Prohibiting and Combatting Fraud and Corruption; Prohibition of discrimination, harassment, sexual harassment and abuse of authority and other relevant policies for their information and acknowledgment. The selected candidate must complete the applicable mandatory online courses on UNICEF's learning platform prior to signature of contract. All certificates should be presented as part of the contract.

### **Evaluation criteria for selection**

The total amount of points to be allocated for the financial component is 30. The maximum number of points (30) will be allotted to the lowest price proposal of a technically qualified offer. Points for other offers will be calculated as  $\text{Points (x)} = (\text{lowest offer} / \text{offer x}) * 30$ .

The selection process is aimed at selecting the applicant who obtains the highest cumulative score (technical evaluation + financial offer evaluation points) following "best value for money" principle. UNICEF will provide timely feedback to all deliverables to be presented by the Consultant.

### **Only shortlisted candidates will be contacted and advance to the next stage of the selection process**

#### **For every Child, you demonstrate...**

UNICEF's values of Care, Respect, Integrity, Trust, Accountability, and Sustainability (CRITAS). To view our Competency Framework, please visit [Here](#).

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, race, sexual orientation, nationality, culture, appearance, socio-economic status, ability, age, religious, and ethnic backgrounds, to apply to become a part of the organization.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.