



## UNDP Asia-Pacific Regional Centre

### TERMS OF REFERENCE

<b>Title:</b>	Consultant to review UNDAFs and CPAPs in the region
<b>Type of Contract:</b>	Special Service Agreement
<b>Duration :</b>	2 months(up to 30 work days)
<b>Duty Station:</b>	Home-based

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#### Background

The United Nations Development Assistance Framework (UNDAF) is the strategic programme framework that outlines the UN's engagement and support to national governments at the national level. It describes the collective response of the UN Country Team (UNCT) to the priorities in the national development framework - priorities that may have been influenced by the UNCT's analytical contribution. To strategise and agree on UNDP's contribution to achieving the goals of the UNDAF, UNDP formulates the Country Programme Action Plan (CPAP) – a five year framework that is agreed with national governments.

Mainstreaming HIV/AIDS is one of the five key services identified in UNDP's Corporate Strategy on HIV/AIDS. Accordingly, UNDP provides policy guidance to countries in the region to integrate HIV and AIDS priorities into the core of national and sub-national development planning, domestic resource allocation processes, poverty reduction strategies, and sector plans, as well as strategies to manage the socio-economic impact of HIV/AIDS.

For HIV issues to be effectively addressed at the national level, it is essential that HIV is fully integrated in the UNDAF and CPAP. This would necessarily ensure that key institutions are engaged in consulting stakeholders, strategising and costing what the process would entail. A number of Country Office in the region including India, China and PNG has effectively addressed the issue in their Country Programmes, whilst others especially in low prevalence countries this key component is missing.

The UNDP regional HIV programme for Asia and Pacific is mandated to provide support to integrate HIV into UNDAFs and CPAPs to ensure national institutions are able to get appropriate advice and support to provide an effective response to the epidemic in the country.

To provide this support the regional team needs to have up to date information from Country Office on the UNDAFs and CPAPs. As such the regional team seeks to engage a consultant to review UNDAFs and CPAPs in the region and to produce a matrix that can be regularly updated on the process.

## **Objectives of the Assignment**

In order to better understand how HIV is addressed into UNDAFs and CPAPs, the Regional HIV/AIDS programme plans to conduct a review of UNDAFs and CPAPs.

## **Scope of Work**

1. Provide a baseline on how HIV is addressed, in the UNDAFs and CPAPs in the region, covering the following
  - a. the main goals, outcomes, outputs and activities related to HIV reflected the document,
  - b. the consultation process that took place with stakeholders,
  - c. key national agencies and partners involved,
  - d. percentage of funding allocated to HIV
  - e. Key indicators on HIV reflected in the document
  - f. Monitoring and evaluation processes reflected in the documents that includes HIV
2. An easy to refer matrix that can be regularly updated that will provide the team information on
  - a. where the countries are in the UNDAF cycle
  - b. how HIV is addressed i.e. goal, outcome, output or activity
  - c. funding allocated to HIV
  - d. dates on reviews and evaluation, and progress

## **Duration of Assignment, Duty Station and Expected Place of Travel**

Duty station: Home-based assignment

Duration of Assignment: 2 months with maximum of 30 work days

## **Deliverables/Output**

1. An outline for the baseline and the matrix
2. Detailed baseline
3. Matrix

## **Provision of Monitoring and Progress Control**

The consultant will report to the UNDP HIV Practice Team leader in Asia and the Pacific.

## **Degree of Expertise and Qualifications**

- Master's degree in international relations or other related field;
- At least 3 to 5 years of experience in working with the UN including on HIV issues;
- Fluency in English.

Please visit <http://www.undp.or.th/aboutus/jobs.html> to see full job descriptions. Interested persons should submit a detailed resume and UN Personal History Form (P11) with a cover letter clearly stating the position title by 9 September 2010. Women candidates are encouraged to apply. Kindly send the application to:

Procurement Unit

G.P.O Box 618, Bangkok 10501 or email to: [rcb.procurement.th@undp.org](mailto:rcb.procurement.th@undp.org)

Only shortlisted candidates will be notified