



FMM West Africa

Support to Free Movement of Persons & Migration in West Africa

TERMS AND SPECIFICATIONS

Support to Free Movement and Migration in West Africa:

Service Contract to Support the Development of National Migration Profiles in Benin, Gambia, Guinea, Liberia, Mali, and Sierra Leone

1. Background Information

1.1. The FMM West Africa Project

The FMM West Africa Project, funded jointly by the EU and ECOWAS, supports the ECOWAS Commission, ECOWAS Member States and Mauritania in maximizing the development potential of free movement of persons and migration in West Africa.

To achieve this goal, the project has three broad objectives: first, to strengthen the capacity of the ECOWAS Commission to act as a platform for migration policy development and intraregional dialogue on free movement and migration issues; second, to build the capacities of ECOWAS Member States and Mauritania in the areas of migration data management, migration policy development, border management, labour migration and counter trafficking; and, finally, to promote the active engagement of non-state actors and local authorities in information and protection activities for the benefit of migrant and cross-border populations in West Africa.

In the area of data collection and management, the project seeks to support the development of standardized procedures to collect and process migration relevant data as well as the analysis and dissemination of such data to support the development of evidence-based migration policies in the region.

1.2. The Context for Proposed Assignment

The Migration Profile is a central activity in developing evidence-based policies related to migration and should be inclusive of international commitments related to migration, such as ECOWAS' Free Movement policies and the implementation of the Sustainable Development Goals (SDGs). The profile will provide an up-to-date one stop guide on current trends in migration, the impact of migration, the gaps in migration management, the instruments for migration governance and recommendations for improving migration management in the selected countries.



EUROPEAN UNION



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Migration data management requires a systematic data collection system based on enriched communication and collaboration between and within different actors departments. The process of developing a migration profile brings together the different actors involved and by doing so improves the coordination among the relevant ministries, departments and agencies. Moreover, the collection and analysis of sex, age and gender-disaggregated migration data will contribute to an in-depth understanding of patterns and trends in intra-regional mobility as well as international migration beyond the region. The information provided will strengthen the knowledge-base of how migration impacts social and economic dynamics and will support the identification of additional and specific needs for future design of evidence-based policies at a national level, as well as internationally.

To support the development of migration profiles in Benin, Gambia, Guinea, Liberia, Mali, and Sierra Leone , IOM commissioned an identification mission from August to October 2016 to identify national stakeholders involved in migration data management in each country; analyse their environment of work and the opportunities and challenges within the environment; identify the sources of migration data in each country and the strengths and weaknesses of each source; and evaluate the national stakeholders' preparedness to undergo the process.

The selected firm will build on the report of the above-mentioned identification mission and lead the development or update of national migration profiles in the countries. The development of the migration profile will be supported by a workshop on migration data collection and management targeting all government institutions managing migration data in the countries.

2. Objective

- 2.1. The overall objective of this assignment is to support evidence-based policy making and promote the mainstreaming of migration into the policymaking process at national and regional levels.
- 2.2. The specific objectives of this assignment are as follows:
 - a) To raise awareness and reinforce coordination amongst stakeholders involved at various level of the collection and management of migration related data in Benin, Gambia, Guinea, Liberia, Mali, and Sierra Leone;
 - b) To develop a detailed national Migration Profile in Benin, Gambia, Guinea, Liberia, Mali, and Sierra Leone within the context of regional migration and mobility goals and disseminate it to a wide range of government agencies and other relevant stakeholders;
 - c) To make available current existing reliable and comprehensive sex- and age-disaggregated migration data to government and other stakeholders through the development of a Migration Profile in Benin, Gambia, Guinea, Liberia, Mali, and Sierra Leone.

3. Functions

Under the overall supervision of the Programme Manager and under direct supervision of the National Programme Officer, the selected firm will carry out the following tasks:

- a) Develop a work plan and data collection methodology in preparation for the development of the 6 Migration Profiles.
- b) Conduct a comprehensive stakeholder analysis to determine key players in the field of migration in each country.
- c) Coordinate with the Technical Working Group (TWG) or migration data management structure in each country, which will provide technical input throughout the

development of the Migration Profiles (i.e., assessment of current available data; identification of data sources for data analysis; development of indicators for the purposes of the Migration Profile).

- d) Build on the findings of the hitherto mentioned identification mission report and carry out further data assessments through, *inter alia*, identification of appropriate available data sources, evaluations of the quality, timeliness and periodicity of existing data sets and sources, determination of data users' needs and priorities, and identification of information gaps and where national practice differs from regional and international standards.
- e) Lead the process of the development of the Migration Profile on the basis of current available data (new migration data will not be collected) in close coordination with the TWG and under the direct supervision of the FMM West Africa Programme Coordinator.
- f) Deliver a workshop in each country (in coordination with IOM) to validate the contents of the migration profile and to enhance the capacity of relevant government officials and other stakeholders on data collection and management—the workshop will discuss migration data gaps, international best practices in migration data collection and management, and recommendations on improving migration data collection and management in each country;
- g) Produce a Migration Profile validated by the technical working group of each country and IOM.

4. Expected Deliverables

- a) A detailed inception report, within 3 weeks of the commencement of the service contract, outlining a work plan for the consultancy and preliminary overview of methodology based on desk review of existing information on migration data in the countries. The report should also include draft tools/ survey framework for conducting further data assessments.
- b) A workshop to examine the contents of the draft migration profile and migration data gaps, international best practices in migration data collection and management, and recommendations on improving migration data collection and management in each country.
- c) A workshop report summarising the presentations and key observations and recommendations of the above-mentioned national workshop on migration data management, including recommendations on the draft national migration profile.
- d) A typed final version of a Migration Profile for each country which must be between 60 and 100 pages in length, giving a clear description of the patterns and types of migration that take place within, into, out of, and through the countries, and include an executive summary with main findings. Furthermore, the profiles must primarily, but not exclusively, address the key regional priorities as expressed in the FMM project and agreed upon in the regional guidelines:
 - Mixed Migration (inclusive of trafficking and assisted voluntary return and reintegration)

- Labour Migration and Economic Development (inclusive of diaspora engagement and remittances)
- Immigration and Border Management
- Migration and health
- Emergencies and Transition (inclusive of the preparedness, response, transition, and recovery phases)
- Regional Mobility (in terms of the ECOWAS Free movement Protocols and Common Approach on Migration)
- Regional Cooperation and Capacity
- Migration and the Sustainable Development Goals (SDGs)

The profiles must provide detailed concrete recommendations toward strengthening institutional capacities dealing with migration, inclusive of internal and cross-border migration, in line with international and regional norms and standards. The following annexes should be attached to the final profile:

- All notes from meetings with stakeholders, including a list of all respondents in consultations, interviews, and other meetings;
- Copies of referenced national Policy and legal framework;
- All available statistics gathered in the course of the data collection and assessment process;
- Explanatory table of cases where national practices and definitions differ from international and regional norms;
- All references and sources consulted;
- Any other material relevant to the assignment

Guidance on the structure of the Migration Profile report can be accessed at <http://www.iom.int/migration-profiles>

5. Eligibility Criteria for Applicant Parties

- a) Prior extensive experience and impeccable reputation in the field of migration research, preferably on issues of migration data management and migration policy development, especially in the regions of West Africa;
- b) Experience in liaising with governmental authorities as well as with international institutions in the selected countries or in the West African region;
- c) Capacity to write and communicate in both English and French; and
- d) Previous working experience in west Africa region is considered an added advantage

6. Documents required for submission of application

- a) Brief narrative proposal for the action to be undertaken, including a table of activities, as well as a tentative Work Plan with timelines, mapping out the work by benchmarks;
- b) The proposal should also include a brief description of 2 most recent research studies on a relevant topic(s);
- c) Financial proposal for the entire service rendered—this proposal should be sent in a separate email;
- d) The company profile;
- e) CV of the exercise' team leader and support staff.

All the requested documents should be submitted by **9 December, 2016** to the following email address- iomnigeriahr@iom.int addressed to **The Chief of Mission, International Organization for Migration (IOM)**, and with a subject line **Service Contract to Support the Development of National Migration Profiles in West Africa**.