

CALL FOR APPLICATIONS – SEARCH FOR EXPERTS

Publication Reference: **16-13/VIET/1/2**

Action title: Support to the Institute of Labour Sciences and Social Affairs (ILSSA) in monitoring public social protection policies

Action code and partner country: 2016-13 VIETNAM

Partner Institution: Institute of Labour Sciences and Social Affairs (ILSSA) of the Ministry of Labour, Invalids, and Social Affairs (MOLISA)

Activity 1 – Setting-up a system for monitoring the implementation of public social protection policies in Vietnam

- Implementation date: **March/April 2019**

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Partnership led by:

ABOUT SOCIEUX+

The European Union (EU) promotes and maintains dialogue on social protection and inclusive employment policies with an increasing number of partner countries. This effort has been confirmed in the European Commission (EC) Communication COM (2016) 740 final - "Proposal for a new European Consensus on Development Our World, our Dignity, our Future". A significant number of cooperation activities in different countries related to these fields are funded by geographic or thematic instruments. However, a gap had been observed in the EU cooperation with third countries with regard to providing support to short-term measures and peer-to-peer cooperation to promote the development of social protection.

SOCIEUX+ - EU Expert Facility on Employment, Labour and Social Protection – (hereafter: "the Facility" or "SOCIEUX+") is a technical assistance facility set-up and co-funded by the EU (through the EC's Directorate for Development and Cooperation - EuropeAid), France, Spain and Belgium and implemented by a partnership composed of four partners: Expertise France, leader of the implementation Partnership (hereafter: "the Partnership"), the Fundación Internacional y para Iberoamérica de Administración y Políticas Públicas (FIIAPP), Belgian International Cooperation on Social Protection (BELINCOSOC) and Belgium Technical Cooperation (BTC).

The general objective of the facility is to expand and improve access to better employment opportunities and inclusive social protection systems in partner countries.

The specific objective is to enhance the capacities of partner countries to better design, manage and monitor inclusive, effective, and sustainable employment strategies and social protection systems through peer-to-peer short-term technical assistance and knowledge development.

SOCIEUX+ supports the efforts of Partner Countries (PCs) of the EU in the reform, development and extension of their social protection systems and the strengthening of labour & employment policies. The Facility aims at enhancing the capacities of partner countries to better design, manage and monitor inclusive, effective, and sustainable employment strategies and social protection systems through peer-to-peer short-term technical assistance and knowledge development. SOCIEUX+:

- Recognises the impact of social protection and employment in reducing poverty and vulnerability;
- Supports the efforts of partner governments in promoting inclusive and sustainable social protection and employment systems;
- Complements the efforts made through other European Union initiatives.

SOCIEUX+ makes European expertise quickly available with minimal transaction costs for partner institutions. It draws on the expertise of public or mandated bodies, non-governmental organisations, and relevant civil-society organisations of EU Member States and international specialised organisations. It can also support South-South and triangular cooperation through the mobilisation of practitioners from partner countries. SOCIEUX+ is operational since September 2016.

The Facility is an expansion of SOCIEUX - Social Protection European Union Expertise in Development Cooperation -, which was established in 2013 and progressively incorporated.

1. ACTION DESCRIPTION

The Ministry of Labour, Invalids, and Social Affairs (MOLISA) is the main public institution in charge of designing, implementing and monitoring SP system. Among its tasks, MOLISA:

- provides guidelines and monitors the implementation of schemes of compulsory and voluntary social insurance and other types of social insurance as specified by laws;
- stipulates systems of information & reporting of social insurance,
- provides guidelines and monitors the implementation of legal regulations on poverty reduction and social assistance;
- organizes and directs the implementation of the National Target Program on poverty reduction, and other social assistance programs;
- provides guidelines to the system of centres of social assistance.

The ILSSA and specifically, the Department of Studies on Social Protection Policies (the requesting institution), is the leading research organization affiliated to the MOLISA. It is responsible for conducting basic, strategic and applied researches in employment, vocational training, labour, social insurance, safety in the work place, national devotees, child care and protection, gender equity. ILSSA has also a direct mission in the policy making process: ILSSA advice is a formal step in the Ministry's regulatory process and ILSSA has been charged to follow-up the implementation of Resolution 15 and its implementation plan.

The Experts shall outline a comprehensive monitoring system for following-up the implementation of social protection public policies in Vietnam, and most particularly the Resolution no. 15 of 1st June 2012, issued by the central Committee of the Communist Party and concerning "Some issues on Social Policies during the period of 2012-2020". The Resolution asserts that by 2020, the Government shall establish a universal social protection system that promotes employment and ensuring minimum income, enable people to have social insurance, provide support to people with special needs, ensure minimum access to social services. The monitoring system to be developed by the experts will focus on the definition of processes (defining information needs, baselines, roles and responsibilities, the formulation of indicators, the retrieve and the use of data/information, and so forth). The inputs of experts shall adapt to the actual organization and the needs of the Partner, while being based on EU and international best practices. Experts might involve relevant staff in participatory working groups, which may help the definition of suitable and sustainable monitoring processes.

1.1 General Objective

To empower ILSSA to play a substantial role in shaping social protection policies and mechanisms in Vietnam.

1.2 Specific Objectives

To improve the capacities of ILSSA in monitoring the implementation of Resolution Number 15 ("Some issues on Social Policies during the period of 2012-2020").

1.3 Expected Results

<>The monitoring process for the implementation of Resolution no. 15 is structured and in place at ILSSA; <>The capacities of ILSSA's staff to monitor the implementation of Resolution no. 15 are enhanced.

2. EXPERT MISSION

Number of mobilized experts and workload

2 experts will be mobilized

Each expert will be expected to work 20 days

Tasks

The minimum tasks expected from the experts shall include:

- Acknowledge the statutory documents of ILSSA and the outputs of previous support to ILSSA
- Prepare intermediate deliverables in liaison with ILSSA and present them during a pre-departure briefing with SOCIEUX
- Present all phases and tools pertaining to a monitoring process
- Define the actual features of a monitoring system at ILSSA
- Display a participatory approach involving ILSSA's staff in the construction of a monitoring system
- Prepare the final deliverable and the mission report

Deliverables

Intermediary deliverables (to be transmitted to SOCIEUX+ FMT at least 5 working days ahead of the activity)

- A methodological note (max. 3 pages), detailing the working approach, tools and methods to employed, a risks analysis
- A detailed agenda (max. 2 pages), detailing the meetings and working sessions to be held, persons to meet

Final deliverables (to be transmitted to SOCIEUX+ FMT no later than 10 days after the activity's completion):

- D1: A report outlining a comprehensive monitoring system for ILSSA that is applicable to public policies at large and particularly to the implementation of Resolution no. 15. The report shall address all phases of monitoring (definition of baselines, formulation of indicators, collect of data/information, use of data/information ...) and apply to the specific mandate of ILSSA.
- Experts' mission report (ExMR): experts shall prepare an individual (for each expert) or a joint report following's the mission completion.

NB: Expert 1 is responsible for the overall preparation and transmission of the activity's deliverables, in cooperation with the 2nd expert.

3. EXPERT PROFILE

Expert n°2:

Area of expertise: Monitoring & evaluation of public policies

Requirements (essential/required):

- University education in the area of management and/or public administration;
- At least 10 years of professional experience in management and/or administration of public and/or private organizations;
- Specific professional experience in designing, organizing, managing, monitoring and evaluation systems related to public policies (particularly social protection);
- Fluent English, written and oral;
- Outstanding diplomatic skills and institutional sensitiveness.

Additional assets (advantageous in selection):

- Previous professional experience within a research center
- Previous professional experience in delivering short-term technical assistance in a an international cooperation framework
- Previous experience, or knowledge, of the South-East Asia region, particularly Vietnam

4. APPLICATION

Submission of applications

Interested experts submit their application on the website: <https://pmt.socieux.eu>. The application process is the following:

1. If not already created, experts create their own personal SOCIEUX+ account (by clicking on "create an account"). To have access to all SOCIEUX+ Call for Applications, experts are required to fill out at least the fields marked with an asterisk.
2. Once their account is created and approved by the SOCIEUX+ team, experts sign in their personal account, click on the "Call for Applications" tab, identify the **16-13/VIET/1/2** position, and click on "Apply."

5. SELECTION PROCESS

Public civil servants or employees (active or retired) and private individual experts are eligible and preferred for this position. Private consultants may also apply.

Incomplete applications will not be considered. Only short-listed applicants may be contacted. The selection process may include interviews by phone or other communication means.

Contracted public civil servants or employees (active or retired) are entitled to standard fixed allowances of 250 Euro per working day. Fees for private consultants will be negotiated based on the number of years of relevant expertise of the selected applicant.

6. DISCLAIMER

The proposed activity and mission is subject to the final review and approval of SOCIEUX+ Quality Assurance Committee. A confirmation of dates of missions and contracting of experts may only be confirmed upon the formal approval.

Short-listed candidates will be contacted and may be required to provide contact of employer or proof of their ability to be directly contracted under their status as civil servant or public employee.