

**TERMS OF REFERENCE  
FOR  
PACKAGE C27: SOCIAL WELFARE REFORM CONSULTANT**

<b>A. INTRODUCTION</b>			
<b>Contract</b>	C27		
<b>Project</b>	Loan 3605/Grant 9191-MON: Ensuring Inclusiveness and Service Delivery for Persons with Disabilities		
<b>Expertise</b>	Social welfare, social insurance, and social science		
<b>Source</b>	National Independent	<b>Category</b>	Time-based Contract

**B. OBJECTIVE**

Ministry of Family, Labor and Social Protection (MFLSP) is implementing the “Ensuring Inclusiveness and Service Delivery for Persons with Disabilities” project (the Project) with the financing of concessional loans and grants from the Asian Development Bank (ADB).

The project aims to ensure access to services and employment for persons with disabilities (PWDs) to increase their autonomy and contribution to the economy and society in general. The outcome is increased access to services and employment for PWDs. The project has five outputs:

Output 1: Early identification of children with disabilities strengthened and institutionalized.

Output 2: Service delivery for persons with disabilities improved.

Output 3: Access to the physical environment improved.

Output 4: Work and employment for persons with disabilities improved.

Output 5: Strategic development to support persons with disabilities implemented.

The MFLSP is the project Executing Agency and is responsible for ensuring the coordination of sector policies and programs, providing policy support for the effective implementation of the project, and the Project Implementing Unit (PIU) is responsible for ensuring the day-to-day operations of the project. See <https://www.adb.org/sites/default/files/project-documents/48076/48076-002-rrp-en.pdf> for more information about the project.

**The Output 5 of the project is to support the creation and implementation of alternative policy options aimed at increasing service availability by creating social welfare support and services with consideration the needs of PWDs.** The current social welfare programs are defined in the Social Welfare Law of Mongolia and other legislation detailing the program eligibility criteria. According to the NSO data (2022) there are 115115 disabled person, of which 61,8 percent received social welfare allowance. Around 19 percent of them suffered from mental impairments, 18 percent from physical impairments, followed by 11 percent suffered from low vision. Around 7 percent suffered from multiple disabilities. **The MFLSP currently executes around 64 types of social welfare services. To improve the accessibility, efficiency and effectiveness of social welfare services, the MLSP aims to re-prioritize the service design based on the needs of PWDs.**

The MFLSP will engage a national consultant to assist the ministry in reforming the social welfare system to improve the targeting and financial support for PWDs. The MFLSP will select a national consultant following the ADB’s “Guideline on the Use of Consultants by the ADB and Its Borrowers” (as 2013 and amended from time to time). The expected result of the consultancy service is to meet the project output level indicator on “Access to social welfare benefits for PWDs simplified and the amount of benefit is linked to the needs of PWD.”

**C. SCOPE OF WORK**

- Assist the government in developing an alternative approach for targeting social welfare services for PWDs and link services to the needs and required level of support for PWDs.

**D.TASKS AND ASSIGNMENTS**

Within the Scope of work the consultant will engage in the following activities but not limited:

1. Review the current laws and regulations on social welfare and identify problems and issues PWDs face regarding coverage, adequacy and accessibility of social welfare benefits and services.
2. Review and analyze official statistical and administrative data, including the household socio-economic survey (HSES), and reports from the Medical and Labor Accreditation Commission (MLAC) and Child Health, Education and Social Welfare Commissions (CHESWC) on the type of benefits, number of beneficiaries and cost and expenditure of disability-related benefits.
3. Analyze adequacy of current system of disability-targeted services, including cash allowances, social assistance, community-based social services, and other services for PWDs.
4. Develop recommendations for improving the existing system and proposing new social welfare services that are adequate to the needs of PWD, including new disability cash assistance and allowances by the consolidation of various social assistance services and cash benefits, sufficient support for caregivers, access to assistive technologies and prosthetics and orthopedics services, and community-based social welfare services for PWD.
5. Develop recommendations on changes in regulatory documents that govern social welfare services for PWDs to support the implementation of proposed new solutions.
6. Assist the MLSP and PIU in conducting consultation meetings with relevant stakeholders on review findings, proposed recommendations and solutions.
7. Assist MLSP, GADPWD, and PIU in developing a training program, agenda, training package/ materials for capacity-building and awareness-raising training and workshops on the proposed recommendtaions.
8. Submit the following Technical reports to MFLSP and PIU and ensure compliance<sup>1</sup> with requirements for research and analysis work reports and official document standards for government organizations:
  - Technical report 1. Current situation analysis of the social welfare system in Mongolia
  - Technical report 2. Policy recommendations to improve the systems and new proposals for creating social welfare supports and services to address needs of PWD and recommendations on required changes in laws and regulations.

#### **E. EXPECTED REPORTS TO BE DELIVERED DURING AND AT THE END OF CONSULTANCY SERVICE**

1. Workshop, training program, agenda<sup>2</sup> and training package/material<sup>3</sup>, ~~training manual~~
2. Workshop and training reports<sup>4</sup>
3. Technical report as specified in 11<sup>th</sup> part in the above D section
4. Monthly progress reports<sup>5</sup> of the consultancy service, and completion report<sup>6</sup> at the end contract.

The reports as stated in the 1-4 shall be developed both in Mongolian and English languages, and submitted to MLSP and PIU.

#### **F. SUPERVISION AND REPORTING**

Upon the notice to proceed<sup>7</sup> with the consultancy service, a Work Plan<sup>8</sup> will be approved by the MFLSP. This will serve as a basis for measuring progress on the planned outcomes of the entire

<sup>1</sup> *The study reports will be made available to the public by uploading it to the websites of Government agencies and ADB.*

<sup>2</sup> Use the template for training program and agenda

<sup>3</sup> Use the template for training package

<sup>4</sup> Use the template for training report

<sup>5</sup> Use the template for Monthly progress report

<sup>6</sup> Use the template for Completion report

<sup>7</sup> The notice to proceed letter shall be delivered to the Consultant.

<sup>8</sup> Use the template for Work plan

consultancy service by MLSP and PIU.

The Consultant will report to the Director-General of the Department, Project Director at MLSP and the Project Coordinator. Work progress will be presented during the Working Group meeting or other meetings as required.

The Consultant shall develop and submit i) A monthly progress report along with a time sheet<sup>9</sup> for the actual person-days, ii) Study reports, training package, training reports in accordance with contract, iii) A completion report of the consultancy service at the end of contract along with time-sheet for the actual person-months.

The MLSP and PIU shall review and evaluate the Consultant's performance of the delivered outputs.

Confirmation is required that the MLSP/Client has accepted the report/deliverables submitted by the Consultant i) Delivery acceptance form<sup>10</sup> for interim outputs/deliverables, ii) Delivery acceptance form for completion the tasks/deliverables. It will be part of the documents required to finance the work performed by the Consultant under the contract.

Final study reports as stated in the Contract should be submitted to the MFLSP and PIU both in Mongolian and English languages in paper-based, soft file, and electronically.

The Consultant is required to collaborate closely with the relevant officials at the MFLSP, PIU, and other consultants.

The MLSP or PIU shall be provided office space during working hours under the contract period.

#### **G. CONTRACT DURATION**

The contract is expected to commence by October of 2024, and the duration is 7 person-months on an intermittent basis over 12 months.

<b>Place</b>	<b>Days estimated</b>	<b>dd/mm/yyyy</b>
Ulaanbaatar	7 person-months	Commence by October 2024 End by October 2025
Total	154 working days/7 person-months	

NOTE: Actual schedule to be confirmed with FMLSP/EA.

<sup>9</sup> Use the template for time sheet

<sup>10</sup> Use the template for delivery acceptance form both in Mongolian and English.