TERMS OF REFERENCE

Development of an action plan for policy & processes reform and reintegration in migration in the IGAD region

I. BACKGROUND

IGAD together with COMESA and the East African Community (EAC) are jointly implementing the Regional Political Integration and Human Security Support program funded under the 10th EDF. The overall objective of this program is to support the Eastern and Southern Africa (ESA), Indian Ocean (IO) regional organizations (ROs) political integration agenda with the end result of improving political governance, transparency, democratization processes, security, stability and sustainable development in the region through strategic regional cooperation with the ultimate being the achievement of poverty reduction and improved welfare for the peoples of the region.

The first phase of the program is largely laying the preparatory work/scoping for policy and further program formulation conducting research and surveys on all the three result areas of democracy led by COMESA, governance led by the EAC and human security in which IGAD takes lead.

While regional integration undoubtedly has immense benefits for the ESA region, it also brings with it challenges and opportunities emanating from the movement of people and goods. It is crucial to analyze how issues of asylum, refugees and IDPs will shape up with “borderless” regions as the effects of migration often tend to spill over to neighboring countries and even affect an entire region. Issues that were not of concern to certain states may suddenly need to be addressed as states integrate regionally. It is clear that more people will be moving within these expanded regions in search for opportunities and labour migration may be a priority for RECs that have policies/mechanisms on free movement of persons.

The AU in Banjul 2006; under its decision EX.CL/Dec.304 (ix) adopted the migration policy framework for Africa as a basic guideline and reference document for the RECs and member states to develop their own regional and national migration policies. IGAD has already developed a Regional Migration Policy Framework which is inspired by the AU Migration Policy Framework while at the same time addressing the unique challenges that face the IGAD member states and the horn of Africa. The Framework addresses inter alia peace and security, conflict and displacement migration and development, migration and labor, irregular migration, environment, climate change, pastoralism and migration, border management amongst others.

IGAD during the 1st Program Estimate of RPIHSSP commissioned a baseline study on the state of play on migration and population displacement in the ESA region. The findings and recommendations of this study range from the need to domesticate international instruments on migration to which the member states have ascended to development of national policies and frameworks on migration. The need to
harmonize national policies with regional protocols is also identified. Realizing that migration can not be handled by a single actor and in order to ensure that national processes feed onto the regional ones, the study also recommends the establishment of national consultative mechanisms on migration that link to the already established Regional Consultative Process on migration. Further needs assessment stemming from this baseline study is recommended as well as knowledge banking on return, reintegration and resettlement coupled with sharing of best practices in managing migration and population displacement.

These key recommendations as well as the results of the study to identify migration priorities in the IGAD region, the provisions of the IGAD Minimum integration Plan, and under the overall guidance of the proposed Regional Migration policy Framework and the AU migration Policy Framework will feed into and define the proposed action plan.

A comprehensive action plan with procedures to implement key policy reforms process in migration and that clearly identifies the actors and institutions responsible for the process will be the end product of the exercise. The action plan will take into consideration regional integration and the extent possible for the approximation of policies on migration bearing in mind the multiplicity of membership in RECs by IGAD member states. In drawing up the action plan, gender mainstreaming, governance and human rights will form part of the cross cutting issues.

i. THE OVERALL, SPECIFIC OBJECTIVES AND PURPOSE

The aim of the action plan is to draw up a clear framework and guidelines for reintegrating and reforming migration policies and programs in the IGAD region stemming from the studies conducted and the interventions in migration so far implemented; the identification of stake holders to be involved in the process and the specific actions to be carried out within certain time lines. This is with the overall objective to strengthen IGAD member states capacity to manage migration and tap into its development potential.

APPROACH AND METHODOLOGY

The Methodology of the study will entail a desk review of the following key documents amongst others; the AU Migration Policy Framework, the IGAD Regional Migration Policy Framework, the study report on the state of play on migration and population displacement in the ESA region, the IGAD Minimum Integration Plan, the IGAD Peace and Security Strategy, the report of the study identifying migration priorities in the ESA –IO region, the IGAD gender Mainstreaming Strategy amongst other documents relevant to the management of migration.

This will be followed by a 2 days Consultations with each of the three RECs at which the action plan will be enriched and perspectives on regional policies and processes incorporated.

The consultant will be required to outline the indicative approach/stakeholders that shall be involved in this study during the initial submission of the proposal in response to the TORs for this consultancy.
ii. **SPECIFIC ACTIVITIES OF THE CONTRACT/CONSULTANCY**

The consultant will be expected to produce a clear and well documented action plan with procedures on how to reintegrate and reform migration policies and processes in the IGAD region. This will be derived from grey literature (as outlined above), feedback from the Regional organizations as well as the consultants own situational analysis. Moreover, the action plan should determine the steps to be followed towards realizing the proposed action plan and the IGAD secretariat’s role in realization of the interventions proposed. The consultant will be required to undertake the following specific activities:-

1. Visit IGAD secretariat and conduct extensive consultations with relevant departments and focal persons on migration.
2. Review the provisions of the AU Migration Policy Framework, the IGAD Regional Migration Policy Framework, the study report on the state of play on migration and population displacement in the ESA region, the report on the migration priorities in the ESA region, the IGAD Minimum Integration Plan, the IGAD Peace and Security Strategy, the IGAD gender Mainstreaming Strategy amongst other documents relevant to the management of migration.
3. Enrich the action plan by holding consultative meetings with RECs in the ESA-IO region
4. Present the draft study report to IGAD Secretariat,
5. Incorporate the feedback from member states and the secretariat into the final action plan to be deposited with IGAD

iii. **THE CONSULTANCY OUTPUTS**

The outputs of the consultancy to develop procedures to implement key policy reforms and processes in migration and identification of key actors in the will include;

1. An inception report that will include the work schedule and timeframe.
2. An elaborate Action Plan for policy reform and reintegration of migration priorities in the IGAD region

iv. **THE CONSULTANCY TIMEFRAME**

The consultant will be required to undertake the exercise within 45-60 calendar days after the signing of the contract and produce the outcomes and outputs as outlined above.

The consultant may wish to distribute the workload and time available in all the activities stipulated hereunder in the TORs of the consultancy between the IGAD Secretariat, the consultative workshop with RECs, and drafting of the action plan as deemed appropriate but with consultations with the IGAD Secretariat.

v. **CONSULTANT(S) QUALIFICATIONS**

The consultant(s) should possess working experience in the ESA region and/or having worked with other regional integration organizations. Preference will be given to individuals or organizations with proven
relevant experience in undertaking a task of similar magnitude, and shall preferably among others, have the following qualifications and experience:-

1. Should preferably be a national of one of the ESA states
2. Advanced degree in social sciences preferably in international relations, law
3. At least 6 years of professional working experience at national or regional levels on regional integration matters including displacement, migration.
4. Adequate knowledge and exposure to Regional Economic Communities (RECs), Migration and regional cooperation initiatives will be required.
5. Analytical skills with ability to write and review technical reports will be required.
6. Proven experience in developing intervention strategies in policies and programs.
7. Proven track record to work in a multi-cultural and multi-disciplinary environment is necessary.
8. Fluency in English with French as an added advantage.

vi. LOCATION

The consultancy will be coordinated from the IGAD Secretariat Headquarters in Djibouti, but the consultant will be required to travel for the consultative meeting with the RECs

vii. CONSULTANCY COST

The consultancy will be paid a total lump sum amount of EUR 20,000. IGAD will cater for flight costs to the ROs meetings and a daily sustenance allowance as per the EU rate for the specific country visited.

viii. SUBMISSION OF APPLICATIONS

Applications including a not more than 5 pages counter proposal should be submitted to:

The Human Resources and Administrative Officer

IGAD SECRETARIAT

AVENUE GEORGES CLEMENCEAU

P.O. BOX 2653
DJIBOUTI, REPUBLIC OF DJIBOUTI

Tel: 253-354050/Fax: 253 356994

E-mail: hr@igad.int copying caroline.njuki@igad.int

**The Deadline for submission of applications is 20th March 2013**