



# *Mekong River Commission*

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**Date: 15 June 2017**

## **Terms of Reference**

### **1. Consultancy Summary**

<b>Title of Consultancy:</b>	<b>Regional Expert on SIMVA (Social Impact Monitoring and Vulnerability Assessment) 2017 survey technical support</b>
<b>Type of Consultancy:</b>	Special Service Agreement (SSA)
<b>Division:</b>	MRCS Planning Division
<b>Duration:</b>	July 2017 to September 2018
<b>Duty station:</b>	Home based, with travel to MRC Secretariat office and/or Member Countries as required
<b>Reporting to:</b>	Director of Planning Division
<b>Total number of days:</b>	40 working days
<b>Required Deliverables:</b>	Please refer to deliverables in section 5 of this TOR

### **2. Background and justification**

The Mekong River Commission (MRC) was established by the 1995 Agreement on Cooperation for the Sustainable Development of the Mekong River Basin, between the governments of Cambodia, Lao PDR, Thailand and Viet Nam and aims at promoting and coordinating sustainable management and development of water and related resources for the countries' mutual benefit and the people's well-being.

Social Impact Monitoring and Vulnerability Assessment (SIMVA) for the Lower Mekong Basin (LMB) is a continued effort of the MRC Secretariat originally implemented under the Environment Programme (EP) since 2004. It is an instrument for primary data collection, and its focus is on data on social conditions and vulnerability related to changes in the natural and social environment and the availability of aquatic resources in the LMB. These data are not yet available in the national statistics office systems. SIMVA is now under the remit of the MRCS Planning Division following restructuring in 2016, and its specific purpose are as follows:

- Provide regular information on the status and trends of the social conditions of the people in the basin, linked to changes in the basin's aquatic ecosystems.

- Provide data and information on social vulnerability (particularly food and livelihood vulnerability) linked to changes in water resources (agriculture, aquaculture, fish, other aquatic animals and plants).
- Establish social impact indicators that reflect current socio-economic conditions and the extent of people's dependence on water resources.
- Serve as an indicator of any potentially significant social impacts or the need for precautionary measures.

Solid implementation of SIMVA started in 2009 with a pilot study to test its methodology and then in 2011 with the first full scale SIMVA baseline survey. The last activity was a thematic SIMVA survey on shocks and trends in 2014-2015. In line with Planning Division work plan and following discussion with Member Countries in national consultations in March 2017 and the Decentralization regional meeting in April 2017, the next SIMVA survey will be implemented in the second half of 2017. This is to continue the collection of socio-economic data for MRCS monitoring and assessment, not the least the preparation of the 2018 State of Basin Report and other basin planning work.

SIMVA exercises will be implemented in a context of budget reduction. The MRCS will provide the bulk of the resources required for the 2017/2018 survey. However the resources will be reduced from the levels available for the last survey in 2014. In the long term the MCs will have to gradually cover the related costs. It will be a challenge to achieve a high quality survey covering the social and vulnerability issues of concern to the MRC within the available budget.

To ensure the technical rigour of this complex exercise, and to help Member Countries prepare properly for gradual transition towards full decentralization of SIMVA field data collection in 2028 as planned, Planning Division requires a regional consultant to be the SIMVA technical expert for the 2017/2018 exercise.

### **3. Objectives**

The objective of this consultancy is to assist the MRCS and Member Countries (MCs) to ensure the SIMVA 2017/2018 survey meet the technical requirements within the limited budget, and help build capacity for MCs to take over SIMVA field data collection in the long run.

### **4. Responsibilities and tasks**

- Review the SIMVA 2011 and 2014 guidelines and provide recommendations for strengthening the survey methodology including sampling techniques and survey structure and content.
- Support the Planning Division in seeking MCs' inputs to and approval of the revised methodology.
- Support the Planning Division in revising the SIMVA technical guidelines and providing guidance to MCs in implementing the 2017/2018 survey.
- Review the data including reports submitted by MCs to ensure they meet technical requirements.
- Support the Planning Division in undertaking regional level analysis and presenting survey and analysis results to MCs and other relevant stakeholders.

- Synthesize lessons learned during implementation and provide recommendations for future SIMVA exercises.

## 5. Deliverables and timelines

The Regional Expert will produce the following outputs over an expected duration of 40 working days:

<b>Deliverables</b>	<b>Target date*</b>
1. Presentation and description of the improved and adapted methodology to conduct SIMVA 2017/2018 survey	5 August
2. Revised SIMVA guidelines	20 August
3. Advisory support (presentations, emails, notes...) to MCs	September 17- April 18
4. Draft report on SIMVA regional results	June 2018
5. Final SIMVA 2017/2018 report	July 2018

## 6. Working arrangement

Reporting line: Director of Planning Division, through the Socio-Economic Specialist and Chief River Basin Planner

Communication line: Frequent and intensive exchanges and discussions between the consultant and the Socio-Economic Team will take place to ensure shared understanding and common decision on the methodological design and throughout the survey implementation. Exchange and discussion with Member Countries will also be needed to ensure that they understand and support the methodology, implement it effectively and produce high quality data.

Work station: Home office work and travel to the MRC Secretariat, Vientiane Lao PDR.

## 7. Qualifications and requirements

- Advanced degree in economics, or other social sciences
- At least 10 years of experience working on statistical information related to socio-economics, livelihoods, food security and poverty
- Advanced statistical techniques including probability, sampling, surveying, statistical packages, and managing large databases.
- Familiarity with the Lower Mekong River Basin the MRCS and working with stakeholders in the region is beneficial
- Excellent communications skills, including writing and presentation in the English language
- Demonstrated ability to write technical reports which can be readily understood by decision makers and the public
- Strong work ethics, including commitment, responsibility, team spirit, and timely delivery

## 8. Condition of payment

Payment will be made based on submission of the deliverables outlined in section 5, including all reports, a short progress report and timesheet. All deliverables must be satisfactorily accepted by the MRCS Planning Division. The payment schedule is as follows:

<b>Milestone</b>	<b>% of Professional Fee</b>
Contract signing	20% (8 days)
Draft report of revised guidelines	20% (8 days)
Guidance during implementation	20% (8 days)
Draft report of SIMVA 2017 data results	30% (12 days)
Final report accepted	10% (4 days)

### **9. Intellectual property rights**

Intellectual property rights - IPR: Information, data, database, knowledge resources in the forms of briefings, reports, proceedings, articles, essays, etc. issued by and for the MRCS will be the MRCS property. Any utility, announcement and disclosure that are without MRCS highest levels of authority' permission is considered illegal and will be charged by relevant local and international legal procedures.

### **10. Confidentiality**

Due to the nature of the prior consultation process, the consultant shall not communicate or provide any documents/results to third parties before they are made officially available within the MRC framework through the MRCS and/or the MRC Member Countries.

### **11. Signature block**

<p><b>MRC Secretariat</b></p> <p>Division: Planning Division</p> <p>Name of Director: Dr. An Pich Hatda</p> <p>Signature: -----</p>	<p><b>Date:</b> -----</p>
<p><b>Consultant</b></p> <p>Name of consultant: -----</p> <p>Signature: -----</p>	<p><b>Date:</b> -----</p>