



## TERMS OF REFERENCE

### UNECE's support to the advancement of Regulatory Cooperation and Standardization Policies in member States (Working Party 6)

#### I. Purpose

The purpose of this evaluation is to review UNECE's support to the advancement of Regulatory Cooperation and Standardization Policies to member States (Working Party 6), towards achieving 2030 Agenda and with a focus on gender equality and the empowerment of women. This evaluation will assess the relevance, effectiveness, efficiency, sustainability and impact of Working Party 6 in supporting member States to reduce technical barriers to trade and increase regulatory coherence in sectors that have a critical impact on sustainable development. The results of the evaluation are expected to contribute to a long-term vision for the Working Party 6. It should also identify issues that need further attention and that could lead to the development of recommendations for the revision of working modalities in the area of standardization and inform decisions on improving technical cooperation projects on regulatory cooperation and the use of standards.

#### II. Scope of activities for evaluation

The scope will encompass all activities undertaken under the auspices of the Working Party on "Regulatory Cooperation and Standardization Policies" from January 2015 to December 2018.

Activities under the evaluation include all the activities of the Working Party, with a specific focus on the following ones:

- activities undertaken under the Regular Budget, including:
  - the work on "Standards for Disaster Risk Reduction" including participation in the World Conference on Disaster Risk Reduction in Sendai, Japan, in March 2015;
  - the IEC-ISO-UNECE event on "Using and referencing International Standards to support public policy", in November 2015
  - the mini-workshops held as part of the 2016 Annual Session of the Working Party, respectively on "Standards for Sustainable Development", "Risk Management for Regulatory Systems" and "International Regulatory cooperation"
  - the International Conference on Standards for the SDGs held back to back to the 27<sup>th</sup> Annual Session of the Working Party in November 2017,
  - the High-level segment on "Standards for the Sustainable Development Goals" held as part of the 28<sup>th</sup> Session in November 2018
  - the Workshop on how to apply the UNECE Methodology on "Risk Management for Regulatory Systems" to SDG 14 on "Life below water" in Geesthacht, Germany, 20-22 February 2017.
  - the ICES/UNECE Symposium on Risk Management tools and standards in support of Sustainable

Development Goal 14 Reykjavik, Iceland 9-12 October 2018.

- the four annual meetings of the Advisory Group on Market Surveillance and Annual Sessions of the Working Party on “Regulatory Cooperation and Standardization Policies”
  - activities developed under the extra-budgetary projects “Strengthening the national capacity of trade-support institutions of Kyrgyzstan” and “Enhancing usage and uptake of the standards for achieving the Sustainable Development Goals”, including:
    - the database on “Standards for the SDGs”,
    - the collection of case studies of countries having used standards to advance towards the implementation of one of the goals,
    - the Standards for the SDGs event, co-organized with the International Organization for Standardization,
      - and normative activities – specifically development of four new recommendations: Recommendation S (Applying Predictive Risk Management Tools for Targeted Market Surveillance) Recommendation T (Standards and Regulations for Sustainable Development) and Recommendation U (Gender-Responsive Standards) and two revised Recommendations: Recommendation G (Acceptance of Conformity Assessment Results) and F (Creation and Promotion of International Agreements on Conformity Assessment)

The evaluation should be gender responsive. It is expected that the evaluator will look into gender equality while delivering the assignment and provide some finding and recommendation.

### **III. Background**

Since 1970, the UNECE Working Party on Regulatory Cooperation and Standardization Policies (WP6) has constituted a forum for collaboration between the standards community and policymakers. With the adoption of the 2030 Agenda for Sustainable Development, the WP. 6 has gradually increased its focus on the contribution of standards and the supporting quality infrastructure to sustainability and resilience, and specifically to the implementation of UN-wide mandate, including Agenda 2030 and the Sendai Framework for Disaster Risk Reduction.

In its convening capacity, the WP6 strengthens partnerships between regulatory authorities and standardization bodies and supports policymakers in accessing expertise (i.e. training materials, case study examples), which helps to enhance the quality and effectiveness of regulatory cooperation and standardization policies.

Additionally, the work of the WP. 6 has supported countries of the UNECE and beyond in their efforts to achieve several of the SDG goals, including; “achieve higher levels of economic productivity through diversification, technological upgrading and innovation” (SDG 8.2). Furthermore, it encourages “companies, especially large and transnational companies, to adopt sustainable practices” (SDG 12.6), supports collaboration between Governments as well as in country public-private consultations (SDG 17.10) and furthers the achievement of gender equality, empowering all women and girls’ (SDG 5).

The Recommendations developed and adopted by the Working Party help to address standardization and regulatory issues for sustainable development (SDG 12) and identify capacity gaps in countries of the UNECE region, which supports the creation of quality infrastructure (SDG 9, SDG 11).

The ongoing technical cooperation project on “Standards for the SDGs” supports policy-makers in their uptake of standards as a tool for sustainable development, resulting in important new deliverables such as a standards mapping tool, a collection of case studies and high level events, including the “Standards for the SDGs” event held on 26<sup>th</sup> September 2018 in Geneva.

#### **IV. Issues**

The evaluation will answer the following questions:

##### **Relevance**

- Has the work met needs that its targets/beneficiaries have expressed and agreed to?
- Is the work consistent with the mandate of the Trade subprogramme and its global priorities?
- How relevant is the collaboration with other entities in the UN system and other international organizations?
- How relevant are the WP.6 activities with regards to gender equality and empowerment of women?
- - Does the programme incorporate the perspective of vulnerable groups in the design of the recommendations

##### **Effectiveness**

- What outcomes have been achieved, both expected and unexpected, positive and negative?
- What value has UNECE’s efforts added?
- What were the challenges/ obstacles to achieving the activities objective and expected accomplishments?

##### **Efficiency**

- Is the relationship between cost (funds, time) and results reasonable?
- Are there sufficient resources to achieve the intended outcomes?

##### **Sustainability**

- What is the likelihood that benefits of the normative work will continue after completion and without overburdening partner institutions?
- To what extent do partners and beneficiaries participate in and "own" the outcomes of the work?

##### **Impact**

- To what extent has the work contributed to impact at the UNECE level?
- What negative impact has the normative work produced, directly or indirectly, intended or unintended?
- Have the outcomes of WP.6 led to new policies or policy changes in the member States?

- Have the standards produced been used by other countries outside of the region?
- Have the standards developed helped to strengthen the application of gender mainstreaming principles and contribute to substantial and meaningful changes in the situation of the most vulnerable groups?

## V. Methodology

The evaluation will be conducted on the basis of:

### 1. A **desk review** of all the relevant documents including:

- All relevant documents including the UNECE Gender Responsive Standards Declaration, recent W.P.6 publications (i.e. Standards for the Sustainable Development Goals, Training Guide on Regulatory Frameworks and Market Surveillance and Bringing Standards in University Curricula: Making the Case), the two Recommendations (i.e. Recommendation T on Standards and Regulations for Sustainable Development and Recommendation U on Gender-Responsive Standards), the reports to the WP. 6's Annual Working Party session;
- Documents associated with the extrabudgetary project on Standards for the SDGs, including the related video and database;
- Event participant evaluation questionnaires; Capacity Building Workshops (Risk management) in Kyrgyzstan (May-June 2018); Workshop on Women Entrepreneurship (21<sup>st</sup> May 2018) Kyrgyzstan; Standards for the SDGs (Sept, 2018) Geneva.
- The Strategic Framework; Strategic Framework 2018-2019 (ECE/CECI/2015/INF.1); Trade Subprogramme Strategic Framework for 2020-2021 (ECE/CTCS/2018/13)
- Relevant decisions of UN & UNECE member states and other documents promoting the use of standards for sustainable development, gender equality and the empowerment of women (e.g. Commission and EXCOM decisions, previous relevant evaluations, etc.);
- Current policies/mechanisms for cooperation with partners;
- Other documents as relevant.

### 2. An electronic **questionnaire** will be developed by the consultant to assess the perspective of the beneficiaries:

- Participants in the MARS Group, GRM and Gender Responsive Standards Initiative;
- The UNECE WP.6 Bureau; Member States and their representatives in Geneva;
- Senior representatives of Standards Bodies, national, regional, global.

Other stakeholders might be also be invited to answer the questionnaire in order to assess the perception of WP.6. Potential names to be added to the list of interviewees would be provided by the UNECE project manager.

3. This questionnaire will be followed by selected interviews (methodology to be determined by the evaluator in consultation with UNECE). The interviews will be carried out by phone, Skype, WebEx or face-to-face when possible

Data collection activities and protocols should be gender sensitive and evaluators should ensure equitable participation regardless of gender, status, and other social identities.

The report will summarize the findings, conclusions and recommendations of the evaluation. An executive summary (max. 2 pages) will summarize the methodology of the evaluation, key findings, conclusions and recommendations.

All material needed for the evaluation, will be provided to the consultant: activities documents and reports, meeting reports and publications, list of involved experts that can be interviewed by telephone. UNECE will provide support and further explanation to the evaluator as needed.

The evaluation will be conducted in accordance with the UNECE Evaluation Policy.

## **VI. Evaluation Schedule**

See below

## **VII. Resources**

Ms. Lorenza Jachia, the Project Manager, will manage the evaluation in consultation with the Market Access Section Chief, Mr. Mika Juha Vepsäläinen. The Programme Management Unit (PMU) will provide guidance to the Project Manager and evaluator as needed on the evaluation design, methodology and quality assurance of the final draft report.

## **VIII. Intended Use/Next Steps**

The results of the evaluation will be used in the planning and implementation of future evolutions of the Working Party on Regulatory Cooperation and Standardization Policies (WP6) in support of Agenda 2030 and Gender Equality.

A management response to the evaluation will be prepared by UNECE, and relevant recommendations implemented as scheduled in the management response. Progress on implementation of recommendations will be available on the UNECE public website.

## **IX. Criteria for Evaluators**

Evaluators should have:

- An advanced university degree or equivalent background in relevant disciplines
- Specialized training in areas such as evaluation, project management, social statistics, advanced statistical research and analysis.

- Demonstrated relevant professional experience in design, management and conduct of evaluation processes with multiple stakeholders, survey design and implementation, and project planning, monitoring and management.
- Demonstrated methodological knowledge of evaluations, including quantitative and qualitative data collection and analysis for end-of-cycle project evaluations.
- Fluent in written and spoken English. Knowledge of another language (for example Russian) may be desirable depending on the countries included in the project (for the purpose of being able to seek inputs from national authorities in their native tongue).

Evaluators should declare any conflict of interest to UNECE before embarking on an evaluation project, and at any point where such conflict occurs.

### **Provisional Timetable for the Review<sup>1</sup>**

– 1 April 2019	– ToR finalized, and evaluator selected
– 25 April 2019	– Desk review of all documents provided by UNECE to the evaluator
– 8 May 2019	– Delivery of inception report including design of survey
– 15 May 2019	– Feedback on inception report by the project manager
– 22 May 2019	– Launch of data gathering
– 13-17 June 2019	– Conducting in person and telephone interviews
– 20-24 June 2019	– Analysis of collected information
– 3 July 2019	– Draft report sent to Programme Manager
– 17 July 2019	– Comments back to the evaluator after review by the project manager and the PMU
– 1 August 2019	– Final report

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<sup>1</sup> Final timetable to be agreed following engagement of the evaluator