

Terms of Reference (TOR)

ESCWA Regional Advisory Service

Title of the Assignment

1. Background

This Section should provide some of the background of the request, including any past activities, projects or achievements, as well as details on the government agency and any partners.

2. Objectives

This Section should provide a clear objective for the Advisory Request. This objective should respond to an identified need in the member country.

3. Methodology & Tasks

This Section should outline the type of activities the Regional Advisor is expected to undertake. Will the advisor be required to undertake field visits, consultations with stakeholders, training, drafting, etc.

4. Outputs

This section is focused on the practical output expected at the end of the assignment. For example, this could be a set of written comments or recommendations, completed workshop, a draft project proposal.

5. Duration and Timing

This section should estimate the duration and timing of the requested service, noting that Regional Advisor missions normally cannot exceed 10 days