



TERMS OF REFERENCE

For

A Consultant for development report on the progress in the implementation  
of

**NATIONAL SHADOW REPORT - CHAPTER 24  
IN THE REPUBLIC OF NORTH MACEDONIA,**

under the framework of the operating grand:  
Listen the voice of trafficked persons and fight organize crime

REF. NO. EUROPEAID/171328/DD/FPA/MK/2022/P.3

## 1. BACKGROUND INFORMATION

### 1.1. Beneficiary country

North Macedonia

### 1.2 .Contracting Authority

Association for action against violence and trafficking in human beings- Open Gate

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## 2. OBJECTIVE, PURPOSE & EXPECTED RESULTS

**The overall objective** of the Action is **to contribute to enhancing the participatory democracy and the European integration process of North Macedonia by strengthening the position of the civil society in the decision-making processes and the capacities of the sector for joint actions in the fight against the organized crime.**

The Action will contribute to the overall objective through one **specific objective** that is **to empower civil society actors to actively monitor the government policies, to take actions in the fight against the organized crime and to become a strong advocate for the rights of the vulnerable and of the victims of crime.**

The purpose of the consultancy is to facilitate this action: to produce Chapter 24 Shadow Report in North Macedonia. The monitoring results from Chapter 24 should provide insight into areas related to organized crime with a particular focus on trafficking in human beings.

### 2.1 Specific objectives

The scope of work for the consultancy under this call is in line with **operating grand: „Listen to the voice of trafficked persons and fight organize crime “**, objective: To increase capacities of CSOs to monitor the institutions, to influence the process of creation and implementation of policies and to act together in combating the organized crime with focus on trafficking n human beings.

### 2.2. Purpose

Within the operating grand: „Listen to the voice of trafficked persons and fight organize crime“, it is planned to develop a Shadow Report on the progress in the implementation of Chapter 24 in the Republic of North Macedonia, developed by expert that will include a national perspective on the observed issues covering the period 2021 and 2022.

The shadow report will assess progress in the implementation of national and local policies and legislation related to organized crime in the form of trafficking in human beings, in relation to the relevant chapter of the EU negotiations in that field - Chapter 24 - Justice, Freedom and Security. The shadow report prepared by Open Gate will provide independent answers to issues related to the protection of victims of human trafficking for which the state has committed itself.

Shadow Report is part of the CSO's monitoring efforts that will develop capacity for policy influencing to engage in structured and evidence-based dialogue with the authorities. The report will assess the progress with the implementation of national and local policies and, relevant EU

negotiations chapters (chapter 24) providing independent answer against the targeted issues, as situation with trafficking in human beings and position of victims, situation with provision of sustainable social services. The main findings and recommendation will be delivered to the decision makers and relevant authorities.

### 2.3. Expected Results to be achieved by the Country Shadow Report

The Shadow Report will consist of monitoring results related to Chapter 24, with a particular focus on the fight against organized crime and human trafficking. Monitoring results from Chapter 24 should provide insight into areas related to the implementation of legislation, strategies, action plans, and the work of the judiciary, protection and prevention in the fight against human trafficking.

The shadow reports will outline the current status of victims of human trafficking in North Macedonia and present a strategy for further actions regarding the necessary support for victims of human trafficking.

### **3. METHODOLOGY, TOOLS AND MAIN DELIVERIES**

The preparation of the Shadow Report for the country is planned to be carried out in 2 phases: Consultative meeting/briefing session and Implementation Phase, which consists of Desk research and survey/interviews conducted with experts and/or the civil sector.

The shadow report will consist of the sections listed below. The methodology of the shadow report should be in accordance with the following framework content of the shadow report for North Macedonia covering Chapter 24

I Executive Summary (one page)

II Introduction (including a brief on framework, methodology, etc.) (up to one page)

III Overview of chapters (up to two pages)

A brief presentation of the areas covered by Chapter 24: a single focus on the monitoring of organized crime and the fight against human trafficking.

IV Current situation related to the chapter (based on screening report, EU Country Report): from the legislative, institutional and technical (administrative) point of view (three pages) (Note/Reminder: the legislative, institutional and technical (administrative) situation should to NOT be displayed in a table, but in a paragraph)

V Progress in the chapter (as assessed by the expert/CSO and illustrated by concrete/field examples where available, supported by relevant analysis by the CSO, latest statistics, media clippings, etc.) In this section include a comparative overview of the findings and recommendations and current assessment and country report (up to three pages)

Note: Chapters IV and V can be presented simultaneously – in the form of a comparative table (1. Demands from the area/sector and 2. findings/comments/analysis of the achievements and problems of the CS) OR in one chapter OR one after the other; may include any other issues that official reports or the EU do not recognize or mention that you consider important and worth mentioning.

VI Recommendations (Note: this section should include the participation of CSOs in the process of drafting and implementing policies at the national and local level in the fight against human trafficking) (two pages)

VII Annexes - if any (bibliography) etc.)

**Timeframe:** period starting from 1st. November. 2022 to 20 of December 2022 (a detailed timetable with dates is to be proposed by the consultant).

## **4. REQUIREMENTS**

### **4.1. Consultant Profile**

The consultant is in charge of organizing and implementing the process of creating the Country Shadow Report and will contribute to the effective development of the Country Shadow Report.

### **4.2. Qualifications and skills**

- University level of education;
- Fluency in written and spoken English;
- Computer literacy;
- Excellent communicator with proven managerial, analytical and reporting skills

### **4.3. General professional experience**

- At least 5 years of professional experience in the field of organized crime and/or human trafficking
- At least 5 years of professional experience in preparing shadow studies/research/reports in the above fields

### **4.4. Specific professional experience**

- Knowledge and experience in the fight against human trafficking legislation that includes an additional institutional framework for the implementation of the existing legislation;
- Knowledge of the EU integration process;
- Knowledge and experience in following the legal framework and conducting surveys
- Proven analytical and research skills and experience;
- Proven reporting and communication skills;

He/she will have the following responsibilities as a consultant:

- Organizing and ensuring excellent communication with the project coordinator
- In-depth analysis of all relevant documents submitted by Open Gate and the project team related to the research process and use them as guiding references in the preparation of the Shadow Country Report
- Conducting the survey, collecting the data and analysing it;
- Develop and submit for approval the final draft of the Country Shadow Report by 30 of November 2022 at the latest.

## **5. APPLICATION PROCEDURE**

**The interested candidates are invited to fill out and submit the attached documents: Key experts (Annex IV) and financial offer (Annex V) to: [kontakt@lastrada.org.mk](mailto:kontakt@lastrada.org.mk).**

**Subject: Application for Preparation of Country Shadow Report.**

**The deadline for submission is October 27, 2022.**

**Reward: A gross amount of 1,000 euros is foreseen for the above task.**

**Note that civil servants and other staff of the public administration of the beneficiary country cannot be recruited as experts, unless prior written approval has been obtained from the European Commission.**