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| Office des Nations Unies à Genève | UN_42 | United Nations Office at Geneva |

**TERMS OF REFERENCE**

1. Objectives and Targets

The national consultant will assist the UNECE Secretariat in undertaking an assessment of Standardization, Quality Assurance, Accreditation and Metrology (SQAM) system in Kyrgyzstan in terms of their impact on trade facilitation. The assessment forms part of the UNECE Committee on Trade Aid-for-Trade project, “Removing Regulatory and Procedural Barriers to Trade in Kyrgyzstan”. It will be conducted working closely with the Kyrgyz National Advisory Committee , which brings together representatives from relevant public and private sector institutions to act as UNECE counterpart throughout the needs assessment. The findings of the assessment will be discussed and shared with the National Advisory Committee in the framework of a national stakeholder’s workshop. The findings will also be presented at a high-level forum that will be held in 2015 as part of the annual session of the UNECE Sectoral Committee responsible for trade and regional integration issues, before eventual publication end of 2015.

The consultant will be required to take stock of development initiatives targeting the Kyrgyz SQAM system to date, looking into their objectives and results; summarize the findings previous studies on the SQAM system; conduct interviews with relevant government agencies in Kyrgyzstan using a set of questionnaires developed by the UNECE; prepare a report summarizing the results of the face-to-face interviews; and propose concrete measures for supporting the further development and enhancement of Kyrgyzstan’s SQAM system based on international best practices in the area of SQAM development. The aim is to highlight how the existing (and enhanced) SQAM system impacts (will impact) trade facilitation conditions in the country.

Working under the supervision of the Chief of Section, Trade Policy and Governmental Cooperation of the UNECE Trade and Sustainable Land Management Division and designated staff, the consultant will

1. Conduct interviews with relevant government agencies.
2. Prepare written transcripts of the interviews
3. Prepare a draft report in English summarizing the findings of the interviews using the outline provided by the UNECE.
4. The consultant will send the draft report to UNECE for comments by email, following the schedule outlined in the table below.
5. The consultant will incorporate UNECE feedback and revise the report where necessary. Corrections should be introduced in the report in track change mode.
6. Tangible and measurable outputs of the work assignment
* A draft report titled “Kyrgyzstan’s Standardization, Quality Assurance, Accreditation and Metrology System: Trade Needs Assessment”.
* A list of references consisting of relevant studies by national and international agencies on developing Kyrgyzstan’s SQAM infrastructure and related services.
* A list of ongoing donor funded projects targeting the development of Kyrgyzstan’s SQAM infrastructure and related services.
* A list of all interviewed public sector representatives, with their contact details
* Written transcripts of the interviews in English (even though their contribution can be confidential and their names will not be published).

 Report required:

[x]  YES No. of pages: 30-40 Language: English Format: electronic