

UNITED NATIONS DEVELOPMENT PROGRAMME



Contract for the services of an
Individual Contractor

No OPS 15/006

This Contract is entered into on 25th February 2015 between the United Nations Development Programme (hereinafter referred to as "UNDP") Diana Marian Shaw (hereinafter referred to as "the Individual Contractor") whose address is Camalote Village, Cayo District, Belize.

WHEREAS UNDP desires to engage the services of the Individual Contractor on the terms and conditions hereinafter set forth, and:

WHEREAS the Individual Contractor is ready and willing to accept this Contract with UNDP on the said terms and conditions,

NOW, THEREFORE, the Parties hereby agree as follows:

1. Nature of services

The Individual Contractor shall perform the services as described in the Terms of References which form an integral part of this Contract and are attached hereto as *Annex I* in the following Duty Station(s): Belmopan.

2. Duration

This Individual Contract shall commence on 25th February 2015, and shall expire upon satisfactory completion of the services described in the Terms of Reference mentioned above, but not later than 30th June 2015, unless sooner terminated in accordance with the terms of this Contract. This Contract is subject to the General Conditions of Contract for Individual contractors which are available on UNDP website at www.undp.org/procurement and are attached hereto as *Annex II.*

3. Consideration

As full consideration for the services performed by the Individual Contractor under the terms of this Contract, including, unless otherwise specified, his/her travel to and from the Duty Station(s), any other travel required in the fulfillment of the Terms of Reference in Annex I, and living expenses in the Duty Station(s), UNDP shall pay the Individual Contractor a total of [BZD] Thirteen thousand dollars and zero cents (\$13,000) in accordance with the table set forth below. Payments shall be made following certification by UNDP that the services related to each Deliverable, as described below, have been satisfactorily performed and the Deliverables have been achieved by or before the due dates specified below, if any.

DELIVERABLE	Due Date	AMOUNT IN [BZD]
Report on National Consultations on the representation of the People Act and on development of the Temporary Special Measures to include community feedback on proposed amendments	March 6th, 2015	2,500
Draft amendment to the Representation of the People Act of 2000 in completed format for submission to national cabinet	April 10th, 2015	6,000
Development of a national Governance Framework to be presented to the Government of Belize	April 30th, 2015	4,500

if unforeseen travel outside the Duty Station not required by the Terms of Reference is requested by UNDP, and upon prior written agreement, such travel shall be at UNDP's expense and the Individual Contractor shall receive a per diem not to exceed United Nations daily subsistence allowance rate in such other location(s).

Where two currencies are involved, the rate of exchange shall be the official rate applied by the United Nations on the day the UNDP instructs its bank to effect the payment(s).

4. Rights and Obligations of the Individual contractor

The rights and obligations of the individual Contractor are strictly limited to the terms and conditions of this Contract, including its Annexes. Accordingly, the Individual Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Contract. The Individual Contractor shall be solely liable for claims by third parties arising from the Individual Contractor's own acts or omissions in the course of performing this Contract, and under no circumstances shall UNDP be held liable for such claims by third parties.

5. Beneficiary

The Individual Contractor selects Charmaine Shaw as beneficiary of any amounts owed under this Contract in the event of death of the Individual Contractor while performing services hereunder. This includes the payment of any service-incurred liability insurance attributable to the performance of the services for UNDP.

Mailing address, email address and phone number of beneficiary:

scharmainehni@gmail.com Phone 822-0101

IN WITNESS WHEREOF, the Parties hereto have executed this Contract.

By signing below, I, the Individual Contractor, acknowledge and agree that I have read and accept the terms of this Contract, including the General Conditions of Contracts for Individual contractors available on UNDP website at www.undp.org/procurement and attached hereto in Annex II which form an integral part of this Contract, and that I have read and understood, and agree to abide by the standards of conduct set forth in the Secretary-General's bulletins ST/SGB/2003/13 of 9 October 2003, entitled "Special Measures for Protection from Sexual Exploitation and Sexual Abuse" and ST/SGB/2002/9 of 18 June 2002, entitled "Regulations Governing the Status, Basic Rights and Duties of Officials other than Secretariat Officials, and Experts on Mission".

AUTHORIZING OFFICER:

INDIVIDUAL CONTRACTOR:



Mr. Roberto Valent
Resident Representative
United Nations Development Programme



Ms. Diana Shaw

Date: 25 Feb 2015

Date: 25/3/15



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Strengthening Women's Representation in National Leadership in Belize

TERMS OF REFERENCE

Consultant for Revising Legislation Governing Elections and for Developing a National Governance Framework

I. Justification:

Historically, women in Belize have had low and even no representation in the national assembly because there is still a prevailing societal perception that women are not capable of being in leadership positions. The project therefore will address this critical socio-cultural issue in particular recognizing that the existing democratic system does not support gender equality at the highest level of decision-making. These structural, cultural and social barriers impede women's successful entry and presence at the highest levels of leadership such that women struggle to gain the support of their families and political parties to endorse their candidacy for political office; in indigenous communities, women often cannot hold public leadership positions and are expected to stay in the home.

The overall development objective of this project is to promote women's right to representation and participation in national leadership as a prerequisite to improve their economic and social status in Belize. Specifically, the project's objective is to strengthen the capacity of women and civil society organizations to foster and contribute to the development of an inclusive, human-rights oriented political platform to institutionalize equal participation of women as constituent representatives in national elections. The expected outcomes are:

- Increased public awareness and support of women's political participation and political leadership, and gender equality in national decision-making
- Improved capacities of civil society and women's organizations to actively advocate for equal participation and representation of women in electoral politics and national leadership



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The project will promote and build public support and advocacy for gender equality in national decision-making and bring visibility to women's political representation. The primary strategy of this project will be to build awareness and capacity at three levels: national sensitization and awareness on the right of women to political participation and representation; building the capacities of women and civil society organizations to strengthen civic engagement and promote women's participation in democratic processes; and supporting a cadre of women to bring visibility to women in leadership positions and those aspiring for political office. This focus on the three levels will allow the project to have a broad reach to influence stakeholders who can address the distinct barriers that women face to achieve gender parity in national decision-making.

II. Objective of the Consultancy:

To finalize a comprehensive legislative review of the Representation of the People Act and develop a national governance framework that promotes women in political leadership through the implementation of temporary special measures.

III. Expected Results:

- The Representation of the People Act reviewed and recommendations made to address gender equality in elections and political processes.
- Draft governance framework temporary special measures Recommendations for women's inclusion in national leadership.
- An agenda for inclusive governance in political fora for leaders of women and civil society organizations in six (6) districts envisioned

The Consultant shall:

1. Finalize the review and amendment to the Representation of the People Act of 2000
2. Present draft governance framework to include temporary special measures for women's inclusion in national leadership for endorsement by political parties, civil society organizations and national government.



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Deliverables

1. Report on national consultations on the Representation of the People Act and on the development of Temporary Special Measures to include community feedback on proposed amendments.
2. Draft amendment to the Representation of the People Act of 2000 including a national governance framework presented to the Ministry of Elections and Boundaries and presented in completed format for submission to National Cabinet for approval.
3. Development of a Draft National Governance Framework to be presented to the Government of Belize

Duration

The duration is 14 consultancy days