

REPUBLIC TAJIKISTAN
MINISTRY OF EDUCATION AND SCIENCE OF THE REPUBLIC OF TAJIKISTAN
LEARNING ENVIRONMENT – FOUNDATION OF QUALITY EDUCATION
PROJECT

TERMS OF REFERENCE FOR CONSULTANT ON DEVELOPING THE EDUCATION
SECTOR OF LEGAL ENVIRONMENT TO DEVELOP THE NATIONAL
FRAMEWORK FOR TEACHING AND LEARNING ENVIRONMENT
FOR PROJECT LEARN

1. Background

The Government of the Republic of Tajikistan has received grant funding in the amount of US\$50.0 million from the World Bank for the implementation of the "Learning Environment – Foundation of Quality Education Project" (the Project, LEARN) during 2023-2029. The Project will be implemented by the Ministry of Education and Science (MoES), and in close coordination with the Agency for Supervision in the Sphere of Education and Science (ASSES).

2. Project Description

The Project Development Objective is to enhance the quality of teaching and learning environments in selected general secondary schools. "Teaching and Learning environment" in this project refers to the complete physical, social, and pedagogical context in which learning is intended to occur. The teaching and learning environment in this project is defined as consisting of the skills and competencies of teachers and physical learning spaces where learning occurs¹. It is school settings (not just classrooms) and contexts in which students learn and teachers teach within the school premises.

The Project consists of the following components:

1. Component 1: Development of the National Framework for Teaching and Learning Environment ("Framework") for Better Teaching and Learning Practices. The component activities will review the current teaching and learning environment standards and practices, and develop a new framework that will be adopted nationwide and implemented in the project schools (selected under Component 2). The component activities will review and revise the national level processes for monitoring and evaluating the teaching and learning environment - so that they hold schools accountable and promote their improvement; and enhance the quality of teaching and learning in classrooms through in-service training for teachers and informed by the new national framework.
2. Component 2: Improvement of the Quality and Resilience of Teaching and Learning Environments. The second component would assist selected schools in: (i) rehabilitation of physical infrastructure to meet minimum teaching and learning standards defined in the new national framework as well as reduce shifts and increase teaching/learning time; and (ii) modernization to accelerate quality improvement of teaching and learning in collaboration with other donors.

¹ Schools that are designed based on principles of improving teaching and learning environment efficiency – both in terms of fostering of learning outcomes and efficiency of construction – lead to better collaboration and experimentation by children and allow use of modern pedagogical techniques.

3. Component 3: Building Capacity in Education Assessments and Project Management The third component would support capacity development in the MoES, including the capacity to carry out national and international learning assessments.

Implementation of the Framework will entail reform of the quality assurance mechanisms used in Tajikistan. For this purpose, within the subcomponent 1.2 the Ministry of Education and Science is hiring a consultant to “Develop the section of legal framework of national framework for teaching and learning environment in Tajikistan”. In based of suggestions of International and interagency working group under the MoES the structure of the Draft of the National Framework include 4 main components as Governance environment, Pedagogical Environment, Physical Environment and Assessment. The Framework will be based on best international practice and will be adapted to the local context. Additionally, the National Framework will be used for monitoring and assessment in teaching and learning environment in primary and secondary schools. The individual consultant will be hired to strengthen the work of the working group created at the Ministry of Education and Science and will contribute to the development of the Framework.

The consultant collaborates closely with the Chief Education Specialist, the International and other national consultants² in the development of the Framework. Additionally, the consultant actively engages with the working group established by the Ministry of Education and Science to ensure comprehensive and coordinated efforts across all aspects of the project.

3. Objectives of the Assignment

The objective of the assignment is evaluation, support, and identification of the National Framework of the Education Development in the Republic of Tajikistan as a guiding document based on several regulatory documents of the education sector. The consultant will provide legal expertise to ensure that the framework aligns with national laws and international standards. The consultant will evaluate existing policies used in the National framework, identify gaps, and recommend the legal ways of the approval of amendments. And also, the consultant does the proof reading and make the document line up in accordance to the legal language standards, coordinates and cooperates the process of the official approval of the National Framework and puts forward the final paper to the Government of the Republic of Tajikistan.

4. Scope of Services:

The scope of work would be expected to include but not be limited to the following.

Legal framework review

- a) Conduct a thorough analysis of existing policies and practices of Tajikistan defining the legal basis of teaching and learning environment activities;

Framework Development

- a) In accordance with the structure of the National Framework for Teaching and Learning Environment Document proposed by international and local consultants, develops legal basis, formal requirements and language standards for legal documents and takes into account new requirements, including international practices to improve necessary quality education assessment indicators;

² LIST OF NATIONAL CONSULTANTS TO BE HIRED: (1) Governance; (2) Pedagogical Environment; (3) Physical Environment; (4) Assessment; (5) Institutional analysis and others as needed

- b) Step by step assessment of National Framework for Teaching and Learning Environment based on the formal and legal documents standards during the development of the document in close cooperation with international and local consultants, also together with the working group at the Ministry of Education and Science (especially but not limited to legal bases, formal requirements and language standards for legal documents.);
- c) Apply necessary changes and additions from legal points.

Framework Approval

- d) Collecting the approval letters of the ministries, committees and agencies for the approval of the National Framework for the Teaching and Learning Environment;
- e) Preparing the necessary legal and formal bases for proposing the National Framework for the Teaching and Learning Environment to the Government of the Republic of Tajikistan for official approval;

Collaboration and stakeholder engagement:

- a) Coordinate with the Chief Education Specialist (MoES), International Consultant, working groups, relevant departments, subdivisions/institutions of the Ministry of Education and Science to align the results of the review with the overarching goals and methodologies of LEARN Project.
- b) Work with other national consultants hired to contribute to the development of the national framework to ensure a holistic approach to the framework development.
- c) Collaborate with the interagency working group under the MoES to refine project outcomes and integrate diverse viewpoints into the final recommendations.
- a) Liaise closely with all key stakeholders as part of the development of the National Framework for Teaching and Learning Environment.
- b) Facilitate consultations with government officials, school leaders, teachers, parents, and students to gather diverse perspectives on governance issues.
- c) Participate in all meetings and events related to the development of the Framework within the activities of the LEARN Project;

Review and Finalization

- a) With the support of international and local consultants, participates in finalizing, revising and approval processes of the National Teaching and Learning Environment Framework;
- b) Consulting the project team and working group while the document is being developed and approved;
- c) Assist the international and local consultants in finalizing, revising, and obtaining approval for the Framework.
- d) Provide support in reviewing and integrating feedback from all stakeholders
- e) Make timely suggestions for improvements in the development of the Framework for Teaching and Learning Environment
- f) perform other duties that arise during the development of the Framework for the Teaching and Learning Environment, not specified in these terms of reference

5. Deliverables:

#	Deliverables	Timeframe (after contract signing)	% Of contract payment
1	Provides an initial report about the Evaluation and Gap Analysis and the first draft proof reading and discussion with the member working group.	July – August 2024 3 weeks	15%
2	An interim report containing , the recommended legal amendments to the National Framework, ensuring it aligns with national and international education standards, the revised text align the document with legal language standards, ensuring clarity, precision, and compliance with legal norms.	August - September 2024 6 weeks	35%
3	Final report containing , Implementation and Approval Coordination Plan and the steps for coordinating and cooperating with relevant stakeholders to achieve the official approval of the amended National Framework. The plan will result in the presentation of the final paper to the Government of the Republic of Tajikistan.	October- November 2024 8 weeks	50%
		17 weeks	

6. Qualification and personal requirements

The consultant should have the following qualifications:

- higher education degree/or equivalent in the field of Law or Legal studies, preferably related to education;
- at least 5 years of experience working on legal documents, preferably in relation to the education sector;
- experience in working on legal reform in the field of education, especially in the development of regulatory documents in the field of education;
- good knowledge and professional experience in the education system of Tajikistan, not less three years;
- Knowledge of Russian and Tajik languages is required; English will be an advantage;
- experience in working with computer and Microsoft Office programs, internet, email and ZOOM online meeting.

7. Reporting Obligations Qualification and personal requirements

The Consultant will report to Project Director and will work under the direction of Project Coordinator and Chief Education Specialist.

8. Assignment Duration

The consultancy will be for 5 (five) months, starting on July 25st, 2024.

9. Other related terms and conditions

Payment terms: This is a lump sum contract and will be including all of professional fees, travel costs as well and any taxes due to be paid in Tajikistan. Payment will be made against deliverables as specified in the contract under item 5.

Collaboration: The consultant will facilitate regular meetings with the Monitoring and evaluation (M&E) team and where necessary representatives of other relevant agencies to provide feedback, solve any challenges as they arise, and ensure the inclusion of stakeholders in discussions related to M&E.

Language: Final deliverables will be developed and presented in Tajik. Translation to Russian and English will be supported by the MoES.

Proprietary rights: All documentation prepared by the Project over the course of the proposed assignment shall be confidential and become and remain the absolute property of the Government of Tajikistan.

Equipment and other expenditures of the consultancy: The consultant, at their own expense, will procure office accessories (computer, software) required for its tasks and other equipment and technical means required for the implementation of this assignment. The Consultant will be responsible for technical maintenance of equipment and will work from their own office unless undertaking in-country travel or site visits.

During country/site visits: The MoES will provide appropriate office premises and, except as set out above, necessary equipment such as WIFI connectivity, as well as necessary translation services.