

**IMPLEMENTING PARTNER SUMMARY OF COMPETENCIES – TERMS OF REFERENCE**

**THEMATIC AREA: ERL**

**Key Requirements**

15. **Registered legally in Türkiye:** All applicants should be officially registered as a non-for-profit non-governmental organization (NGO) within the legal framework of Türkiye.
16. **Operates based on humanitarian principles:** All applicants must demonstrate a commitment to and familiarity with IOM mandate and operate in accordance with established humanitarian principles and Core Humanitarian Standards (CHS).
17. **Access to IOM areas of operation:** All applicants must have access to all areas designated as NWS (in both Idleb and Aleppo governorates).
18. **Prior Experience:** All applicants must provide evidence of having successfully operated as an NGO in the same context providing humanitarian services for a minimum of 12 months prior to the date of application (but more is preferred).
19. **Prior Experience in the Thematic Area:** All applicants must provide evidence of having successfully completed projects related to a specific thematic area, for which they are applying, within the last 6 months (for example, IPs applying for shelter thematic area, must have implemented a shelter project in the past 6 months).
20. **Financial Competency:** All applicants must demonstrate financial competency, including a functioning internal control framework and process to deliver quality and timely project results; written and transparent financial and administrative rules and regulations; and a clear system for procurement, subcontracting, with appropriate checks and balances.
21. **Administrative Competency:** All applicants must demonstrate a proven track record and evidence of organizational culture of accountability, such as a written code of conduct, including zero tolerance policy of sexual exploitation and abuse (PSEA), and measures on anti-corruption and sexual harassment policy as well as a clearly outlined organizational governance and management structures with sufficient number of qualified staff.

**Other Competencies**

11. **Proven track record of past partnerships in NWS:** Prior partnership of the applicant with a UN Agency in NWS will be considered a plus.
12. **Active membership in NWS Early Recovery and Livelihoods (ERL) Cluster:** Proof of current and active membership in the NWS ERL Cluster is essential.
13. **Community engagement:** Demonstrated capacity to work with local communities in NWS and ensure community engagement and participation.
14. **Committed to designated timelines:** Ability to deliver key deliverables within the proposed budget and timeline, considering the unique challenges of NWS.
15. **Result oriented:** A proven commitment to results (able to provide records of successful projects/programme). A track record of delivering quality and timely project results.

*All applicants may apply for multiple thematic areas.*

10-03-2024  
İmadeddin Özcan  
Field Ready Türkiye Director

### Key Deliverables (ERL)

13. Conducts a detailed needs assessment outlining the vulnerabilities and requirements of the target communities in NWS and prepares report for sharing with IOM and donors.
14. Designs comprehensive early recovery and livelihood programs aligned with IOM's program's objectives in NWS.
15. Prepares implementation plan detailing the timeline, activities, and milestones specific to NWS.
16. Regularly reports on program activities' achievements with the respective means of verification.
17. Regularly collects and shares data on BNFs information, disaggregated by age and gender, as well as any other information as needed, in line with confidentiality principles and applicable Data Protection Protocols.
18. Provides concrete impact of the ERL activities including success stories highlighting the impact of the interventions on individuals, families, or communities, demonstrating positive changes and outcomes achieved.
19. Conducts comprehensive M&E monitoring exercises, assessing and tracking the effectiveness, efficiency, and impact of implemented programs and interventions, including lessons learned and recommendations for improvement.
20. Ability to deliver project objectives in a cost-effective, accountable manner, maximizing positive outcomes for affected persons and demonstrating sound financial management. This includes regular communication with IOM units/departments.

### Type of Activities (ERL)

12. Conducts a comprehensive community assessment to identify the communities' needs and gaps.
13. Improves community engagement through the establishment and training of a Community Engagement Team (CET).
14. Conducts beneficiary registration, verification, and selection for the agreed activities.
15. Implements vocational and business development service training.
16. Identifies labor needs and potential short-term employment opportunities for cash-for-work (CFW).
17. Implements and oversees rehabilitation of basic services and infrastructures in targeted communities through Community Support Project (CSP).
18. Establishes monitoring and evaluation mechanisms to track the progress and impact of the program at field level.
19. Supports IOM in any ad hoc requests related to the project, as per need.

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