**NPA Consultancy Services: Research and Project Support for the Mine Action Review Project (2021 to 2023)**

NPA calls for tenders for consultancy services in respect to Research and Project Support for the Mine Action Review project in 2021 to 2023.

**Scope of consultancy services**

Pending approval of funding, the scope of the required consultancy is a Research and Project Support position for the period 2021 to 2023. The position is for the period February to November each year for a three-year period.

The successful consultant will be required to conduct country-level research and analysis for Mine Action Review’s *Clearing the Mines* and *Clearing Cluster Munition Remnants* annual publications, and for Mine Action Review’s associated annual monitoring of the Anti-Personnel Mine Ban Convention (APMBC) Oslo Action Plan and the Convention on Cluster Munition Remnants (CCM) Lausanne Action Plan (once adopted); as well as thematic research and project support to Project Manager of Mine Action Review.

The consultant will be required to:

* Research and write approximately 14 country reports annually on anti-personnel mine contamination, survey, and clearance, based on a portfolio of countries agreed by the Project Manager of Mine Action Review, in accordance with the existing *Clearing the Mines* country report outlines, in a timely fashion in line with the agreed timelines. Provide associated informed annual input and analysis for Mine Action Review’s monitoring and analysis of the APMBC Oslo Action Plan, with regards to anti-personnel mine survey and clearance related indicators.
* Research and write approximately 6 country reports annually on cluster munition remnant contamination, survey, and clearance, based on a portfolio of countries agreed by the Project Manager of Mine Action Review, in accordance with the existing *Clearing Cluster Munition Remnants* country report outlines, in a timely fashion in line with the agreed timelines. Provide associated informed annual input and analysis for the civil society monitoring and analysis of the CCM Lausanne Action Plan (once adopted), with regards to cluster munition remnant survey and clearance related indicators.
* As part of annual research send questionnaires and collate and analyse information from key stakeholders including national authorities and mine action centres, demining organisations, the United Nations, and other expert organisations to collect data on anti-personnel mine and/or cluster munition remnant contamination, survey, and clearance.
* Conduct additional thematic-focused research, time permitting and as required.
* Support the Project Manager in the production, delivery, and outreach of Mine Action Review’s annual reports and publications.
* Attend and participate in Mine Action Review’s annual Advisory Board meetings.
* If travel conditions permit, and as agreed by the Project Manager of Mine Action Review, plan and conduct field research trips to an affected country and attend treaty meetings.
* Work according to tight deadlines with outstanding attention to detail.

**The timeline for the consultancy services will be developed and agreed between the consultant and NPA as part of the contract.**