



Ministry of Finance
Republic of Maldives

Maldives: PFM Systems Strengthening Project

Terms of Reference for Consultancy for Design and Develop a Basic level Statistics Course (National)

Background and Purpose of the Assignment

The Government of Maldives (GOM) has received financing from the International Development Association (IDA) towards the cost of the Maldives PFM Systems Strengthening Project (PSSP) and the Ministry of Finance (MoF) intends to apply part of the proceeds towards the cost of Design and Develop a Basic level Statistics Course.

The Maldives Statistical System (MSS) faces a huge demand for providing high quality, timely and granular data and statistics to cater for the needs of the government as other data users at national and international level. Maldives Bureau of Statistics (MBS) is also responsible to support the government in improving the data required for the monitoring of the Sustainable development Goal (SDGs) as well as the statistics needed for the monitoring of national development indicators.

Furthermore, the Statistics Act of Maldives 2021 mandates MBS to build human resources in the area of statistics to develop the MSS. Accordingly the newly endorsed organisation structure of MBS include a National Statistical Capacity Building and Research Centre to support the capacity needs for the MSS. As such, Bureau is working on establishing short training courses on a regular training basis, targeted to different agencies. To address the training needs for the staff working on the statistics across all agencies of the MSS, as well as local councils. Confronted with a shortage on resources, qualified staff, technical infrastructure, and financing for statistics, need to strengthen national statistical capacities is of great importance.

As part of the National Statistical System, the island/atoll/city councils lack the statistical know how to properly maintain data that mandates the councils under the decentralisation Act and to cater the data demands from different sectoral agencies as well.

Accordingly, this assignment aims to cater for the training needs prioritized for the staff working in the collection, compilation and use of data and statistics in the councils.



Scope of Work

The consultant will undertake a review of existing data collection and compilation activities undertaken at two selected Atolls under the supervision of MBS. The review will focus on data streams sourced from islands and atolls as part of the regular activities of ministries and other government agencies.

The expert will also conduct a review of the administrative databases in no more than three selected ministries, each of which must be sourcing data on a regular basis from islands and atolls. The consultant would comprehensively document the availability, granularity and frequency of data in these administrative databases and map it with the data that is compiled at the level of atolls and islands.

Based on this review, the expert will assess the currently developed basic statistical training materials by the MBS and design a basic statistics training course for island and atoll councils, incorporating topics of interest for them, and demonstrating how to visualize and analyze relevant information. The expert will develop the training materials and deliver a training with participants from councils.

Through the course of the assignment, the expert will be supported and supervised by the Maldives Bureau of Statistics (MBS).

This training will be aimed to introduce statistical staff at city/atolls/islands councils to Statistics fundamentals with the foundational concepts and basic skills needed to collect, compile, interpret, communicate and use data to improve the statistical capacity at local level. The learning objectives are:

- Develop the knowledge on concepts that are essential for collecting, compiling and using data and und undertake basic analysis and visualisations
- Understanding the Types of data
- Understand the basics of Data Presentation- tabulation and graphical presentation
- Work on their relevant area data to generate some tabulations, graphs and present the work
- Design a small data collection form and use tablets to collect data
- Capacity to use existing data at island/atoll level from census, surveys, administrative data to see trends over time, differences across the localities and use it in their work

Responsibilities of the Consultant

The Consultant will be expected to:

1. Under the guidance of the MBS, the expert will conduct interviews with key stakeholders of island and atoll councils of two selected atolls. The purpose of these interviews would be to understand the purpose, content and frequency of data sourced from islands and atolls and shared with various ministries and agencies. The expert will



collect relevant forms of data collection and compilation whenever possible for inclusion into a technical annex.

2. The expert will conduct interviews and desk reviews in no more than three ministries that regularly source data from islands and atolls as part of their responsibilities. The aim of this activity would be to understand the type of administrative databases at these ministries and document the granularity, frequency and completeness of available data.
3. Based on the type of data used and the need for further data, the expert will create a training module (English and Dhivehi) on analyses of data for the councils. Among other topics, the module would include:
 - The flow of data (how it is sourced, compiled, digitized and finally retrieved as information) from islands and atolls to administrative databases.
 - The current usage of data and potential further uses, demonstrated with a mixture of data visualization techniques.
 - A primer on statistical concepts relevant for the councils, as well as an introduction to novel data collection techniques such as mobiles/tablets as well as tools to analyze data.
4. Develop an assessment toolkit, which includes an evaluation to be administered both at the beginning and end of trainings to measure the impact of training
5. Conduct one training for 25-30 participants targeted to city/atoll/island councils
6. Collate feedback from the participants and finalize training materials

Deliverables

Submit a timeline for the deliverables, not exceeding 8 weeks starting 3 April 2022

- An Assessment on the data needs and status based on the interviews and desk reviews done with selected councils and the ministries focusing on the below;
 - Document the needs of the councils with respect to the data generated, with special focus on how they use the data as part of their responsibilities in their day-to-day roles of administration and service delivery.
 - Map out the extent to which relevant data shared by island and atoll councils are available in the administrative databases.
 - Document any challenges in maintaining the databases, for examples, burden of data entry, delays in sourcing data, lack of usage of administrative data, etc.
- Training manual for trainers which would include presentations, session outlines, notes and background reading (in Dhivehi)
- Conduct one training for 25-30 participants targeted to city/atoll/island councils
- Collate feedback from the participants and deliver finalized training materials

Duration of the Assignment:

Eight (8) weeks, with expected start date from 01st May 2022.



Reporting

The Consultant will work closely with and report to the Maldives Bureau of Statistics

Consultant need not be based at MBS and can work remotely

Required Competencies

- A Master's degree in Statistics/Economics/Demography/Social Science or related field.
- Proven ability to clearly and concisely express ideas and concepts in written and oral form.
- Experience in developing and delivering training programmes
- Excellent spoken and written English and Dhivehi.
- Excellent facilitation skills

Application and selection procedures:

Interested applicants should submit their EOI's and must include the following:

1. A summary of relevant experience (attach a CV, providing evidence that you are qualified to undertake this assignment).
2. At least one examples of similar assignments that you have undertaken, preferably in the Maldives.
3. Two relevant references.
4. Demonstrate fluency in English and Dhivehi.