

CALL FOR EXPRESSION OF INTEREST [TO BE ISSUED BY UNHCR]

Note: The purpose of the Call for Expression of Interest (CfEol) is to solicit interest from existing or prospective partners that wish to collaborate with UNHCR to achieve common outcomes.

UNHCR Offices are required to provide context for the partnership and selection criteria. A sample template for a Call for Expression of Interest (CfEol) is below.

Please note that the following template mirrors the structure of the information required on the UNPP for the CfEol. Any supplementary information should be attached as an additional document.

CALL FOR EXPRESSION OF INTEREST (CfEol)

Project Details	
CfEol ID	HCR/AFG/2024/001
Title	Enhancing access to civil documentation for refugees, IDPs and refugee and IDP returnees in Afghanistan through provision of legal assistance services for increased inclusion in services and self-reliance
Project/Programme Focal Point(s)	Morgane Ecollan- Protection Officer Mildred Watchipa - Senior Programme Officer
Project location	20 PARRs with limited interventions in other areas subject to assessment findings. Focus will be on refugee returnees as main target population. Interventions outside the 20 PARR areas will be very limited as it will depend on the number of refugee returnees to these non-PARR areas. Please refer Annex A2 - 2025-2027 PARRs
Sector(s) and Area(s) of Specialization	
Sector(s)	Civil documentation
Area(s) of Specialization	Protection
Issued by	UNHCR
Project background:	
Processing of personal data ¹ (if required within the partnership)	C2C arrangement
Direct contact with forcibly displaced and stateless persons	YES
Operational environment	
<p>Legal identity and civil registration are a long-standing and complex issue in Afghanistan. Many Afghans have been unable to acquire legal identity documentation for multiple generations due to years of conflict leading to forced displacement, destruction of records and suspension of services. While up to date and comprehensive data are limited, the Work Bank reported in 2015 that only 42% of the births in Afghanistan were registered. ^[66] According to UNHCR's Community-Based Protection Monitoring, 58% of households surveyed in 2023 reported at least one family member lacking proper documentation. Since August 2021, the Afghan Constitution of 2004 and all domestic laws were suspended, including laws relating to civil registration and documentation, further hindering access to civil documentation. Natural disasters, such as the</p>	

¹ Please see below for arrangement definitions for processing of personal data.

Herat and Paktika earthquakes in 2023 and the floods in the Northern, Northeastern and Western regions in 2024, are aggravating factors, leaving many people with damaged or lost civil documents.

Civil documentation is instrumental in Afghanistan to claim and enjoy freedom of movement, access services such as education and healthcare and improve self-reliance including through employment. The absence of documentation exacerbates other vulnerabilities, especially for women, children, adolescents, persons with disability, returnees, the forcibly displaced, ethnic and religious minorities and nomadic communities. Of particular interest to UNHCR as per the organisation's mandate, refugees and asylum-seekers in Afghanistan suffer from a lack of national framework on asylum, hindering their access to documentations including birth registration.

Strategic objectives

UNHCR Afghanistan aims at facilitating greater access to civil documentation for refugees, asylum-seekers, IDPs and refugee and IDP returnees via legal protection services.

Access to civil documentation through legal assistance is not only vital for enabling individuals to **assert their rights** but also essential for **accessing public services** and humanitarian aid, which is integral to attaining durable solutions. Ensuring access to documentation is also a critical element to **preventing statelessness**.

Priority problems

With this project, UNHCR aims at addressing:

- Low rates of civil documentation among refugees, asylum-seekers, IDPs and refugee and IDP returnees;
- Limited local **capacities to provide context specific legal assistance services** to refugees, asylum-seekers, IDPs and refugee and IDP returnees for the purpose of civil documentation;
- Specific challenges faced by women, refugees, asylum-seekers and other vulnerable groups in **accessing legal and documentation services**.

Target populations

This project targets:

- Asylum-seekers and refugees;
- IDPs;
- Refugee and IDP returnees.

Expected results:

Impact statement: By 2027, more forcibly displaced, returnees, stateless people and vulnerable host communities, especially women and girls, can increasingly **exercise their rights in safety and dignity**.

Outcome statement: More refugees, IDPs, returnees and people at risk of statelessness, particularly women and girls, **obtain civil and other documents** that facilitate access to services.

With this partnership, access to civil documentation is expected to be increased via legal assistance services. More specifically, the below results are expected:

- **Access to civil documentation**, for refugees, asylum-seekers, IDPs and returnees is increased, and 5,000 new civil documents are issued in each region with the support of the partners;

- **Local capacities** to provide context specific legal assistance services to refugees, asylum-seekers, IDPs and refugee and IDP returnees are increased in a sustainable manner and in line with the localization agenda;
- **Access to legal assistance services and to documentation** for women, refugees and asylum-seekers and other vulnerable groups is increased;
- **Legal assistance services** include tailored legal counselling, legal aid to cover administrative fees and legal representation facilitating the issuance of 5,000 new civil documents per region.

To ensure the adequate protection of forcibly displaced and stateless persons, UNHCR requires partners to adhere to applicable sector standards outlined within [UNHCR's areas of specialization](#).

Indicative budget (optional):

N/A

Processing of personal data (if required within the partnership):

The project will require the collection and management of personal data by the partner:

- **Legal awareness raising:** As part of legal awareness raising sessions, the partner will collect personal information in order to be able to refer cases to legal counselling and/or legal aid services. Information will have to be stored in a database to ensure adequate follow up and tracking.
- **Legal counselling:** In the context of legal counselling, the partner will collect personal information in order to provide tailored counselling and refer the case to legal aid services if relevant.
- **Legal representation:** To provide tailored and robust legal representation, the partner will collect and store personal information on each case.
- **Legal aid:** To provide legal aid, the partner will collect and enter personal information into a dedicated cash-based intervention Kobo form.

As a data controller, the partner is **accountable** for the implementation of data protection standards:

- Processing of personal data may only be carried out on a **legitimate basis** and in a fair and transparent manner.
- Personal data needs to be collected for one or more **specific and legitimate purpose(s)** and should not be processed in a way incompatible with this/those purpose(s).
- The processing of personal data should be **necessary and proportionate** to the purpose(s) for which it is being processed.
- Personal data should be recorded as **accurately** as possible and, where necessary, updated to ensure it fulfils the purpose(s) for which it is processed.
- The processing of personal data should respect the **data subject's rights** to information, access, correction, deletion and objection.
- The **confidentiality** of the personal data should be maintained at all times.
- In order to ensure the confidentiality and integrity of personal data, appropriate technical and organizational **data security measures** need to be put in place.
- In order to ensure **accountability** for the processing of personal data, an accountability and supervision structure needs to be set out.

The concept note to be submitted should describe the measures ensuring adherence to the data protection principles, procedures and mechanisms envisaged for providing information to the

data subjects, receiving and processing data subject rights request, complaints and independent redress.

“[Partner Data Protection and Information Security Self-Assessment](#)” should be completed by the partner at the country level and submitted with the concept note.

Other information (optional): Interested National and International Non-Government Organizations in Afghanistan are invited to submit concept notes and other required documents to UNHCR, as specified below

Concept note

The concept note should be concise and contain clear information on proposed activities specifying Outcome area, outcome statement and specific activities that Partner is able to implement, indicating location of implementation. Concept notes should not exceed six pages and should not be a fully developed project proposal, should make clear reference to guidelines and other similar approved interagency tools and must be submitted in a Template attached to this call for EoI as **Annex A1**. Budget should be included in the concept note as a table or submitted separately as an attachment.

Important Notes: All applicant NGOs in Afghanistan are required to register the organization, if not yet done, on the UN Partner Portal- <https://unpartnerportal.org>; upload all required documents, including Concept Notes, budget and other supporting documents in response to this call for Expression of Interest by **24 October 2024 midnight Afghanistan time**.

UNHCR is committed in undertaking adequate due diligence and conduct the process of selection of partners in an objective, consistent, transparent and timely manner. All applicant organizations will receive written notification on the outcome of the selection process.

CfEoI timeline

Request for clarification deadline	Application deadline	Notification of results	Estimated start date	Estimated end date
23 October 2024 AFGKAEoI@unhcr.org	24 October 2024	15 November 2024	01 January 2025	31 December 2025

Selection Criteria

	Criteria Description	Assigned Weighting
	Sector expertise and experience: This project requires: <ol style="list-style-type: none"> 1. Specific skills, sector specialists, performance, knowledge, material and human resources; <ol style="list-style-type: none"> a. Knowledge and proven experience of the implementation of the legal framework in Afghanistan relating to: <ol style="list-style-type: none"> i. legal identify and civil registration, ii. family, and iii. housing, land and property rights b. Staff with qualifications as lawyers to provide legal representation; 	40

	<ul style="list-style-type: none"> c. Proven experience of community engagement with refugees, asylum-seekers, IDPs and returnees; d. HR policies promoting gender equality and resulting in the recruitment of women; <ol style="list-style-type: none"> 2. Knowledge of relevant protection, humanitarian principles and the approach to Age, Gender, Diversity (AGDM). 3. Approach to the participation of forcibly displaced and stateless persons in the Programme Cycle. 4. Partner's PSEA capacity self-assessment and data protection and information security self-assessment have been completed and submitted (where relevant to the partnership). 5. Mainstreaming measures to integrate environmental sustainability within proposed activities, in line with the objectives of UNHCR's Strategic Framework for Climate Action. 	
	<p>Project management: This project requires:</p> <ol style="list-style-type: none"> 1. Ability to effectively deliver project objectives with robust management systems/processes, and provide accountability mechanisms and sound financial management, taking into account the audit results of the previous UNHCR-funded projects, past performance and the external audit of partners' financial statements and pending open audit recommendations (accounts receivables and internal control related recommendations) where applicable; 2. Clear segregation of duties policy, as well as the integration of risk management; 3. Adequate control over procurement, of assets and inventory (if applicable). 	20
	<p>Local experience and presence: This project requires:</p> <ol style="list-style-type: none"> 1. Ongoing programme in the area of operation; 2. Local knowledge and trust from local communities 3. Engagement of the forcibly displaced and stateless persons in the programme cycle; 4. Feedback and complaint mechanisms for affected communities; 5. Other factors that would facilitate access to and better understanding of the affected communities and that would reduce administrative difficulties. 	20

	Cost effective: This project requires: <ol style="list-style-type: none"> 1. Evidence of a methodology for allocation of shared costs to project activities; 2. Evidence of procedures/systems that ensure maximum resources are directed to project outcomes while also ensuring that resources are also directed to activities that ensure project risks are being appropriately managed. 	10
	Access/ Security Considerations: This project requires: <ol style="list-style-type: none"> 1. Ability to operate in security conditions of the Project site(s); 2. Existence and functionality of policies, procedures and practices related to security risk management. 	10


Issuing UNHCR Office

UNHCR Country Office Kabul

Contact Address

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 Jalalabad Road, Kabul, Afghanistan

Signature, Head of Office



Full name and title, Head of Office

 pp. Jamal Arafat, Representative UNHCR
 Afghanistan

Name of UNHCR Office

UNHCR Country Office Kabul

Date

26- September- 2024