

## TERMS OF REFERENCE

<b>Contract</b>			
<b>Project</b>	Loan 3432 Grant 0496 CAREC Corridor 1 & 3 Connector Road Project		
<b>Competence</b>	Lawyer-2		
<b>Source</b>	National	<b>Category</b>	Independent individual consultant
<p><b>Introduction:</b>  The Ministry of Transport and Communications (MOTC) implements sector reforms to improve the maintenance of roads under its jurisdiction and ensure sufficient financing of the maintenance. MOTC needs for a qualified lawyer to assist in developing a legal framework of sector reforms, particularly, to support the Cabinet of Ministers' decree on the establishment of the Road Fund and State-Owned Enterprise "Kyrgyzavtozhol".</p> <ul style="list-style-type: none"> <li>- The Lawyer's activity shall be coordinated, and his/her detailed schedule of works approved by the Minister and supervising Deputy Minister of MOTC within 10 days from the beginning of the assignment; the schedule may be adjusted as instructed by the Deputy Minister;</li> </ul> <p><b>Specific tasks:</b></p> <ul style="list-style-type: none"> <li>- development and approval of legal acts and documents (Charter, constituent documents, minutes, orders, etc.) of the reorganized entities;</li> <li>- carry out measures for the official registration of newly created entities;</li> <li>- legal support and advice to the Working Commission on reorganization, including the preparation and maintenance of all working documentation.</li> <li>- analysis of existing internal documents of the DDH (Road Maintenance Department of MOTC) work organization and assistance in optimization;</li> <li>- development of recommendations on the staff number, taking into account the assigned functions for newly created enterprises.</li> </ul> <p><b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- a package of constituent documents registered with the judicial authorities;</li> <li>- packages of documents for registration;</li> <li>- working documentation (minutes, decisions, acts, etc.) on the activities of the Working Commission.</li> </ul> <p><b>Reporting requirements:</b>  <b>Initial report</b> - a schedule and sequence of works shall be provided after 10 days, with a clearly indicated planned timing for the fulfillment of assignments; (information on the progress shall be provided on a monthly basis);  Monthly progress reports shall be submitted to the supervising Deputy Minister.  <b>Completion report</b> - complete information on the tasks accomplished and achievements with recommendations for further activities with regard to the adopted documents.</p>			
<b>Place of the assignment</b>	<b>Days/months</b>	<b>Dates</b>	
Principal place of services is the Ministry of Transport and Communications of the Kyrgyz Republic.	Contract term 7 months - input 4 months (intermittent)	Commencement of Services is scheduled to March ____, 2022, subject to ADB approval. The contract is effective till August 18, 2022.	
Period of the Contract effectiveness (Indicate if intermittent)	Intermittent	-	

**Qualification requirements:**

*Higher education in law or jurisprudence.*

*At least 5 years of experience in major.*

*At least 3 years of experience in projects financed by international financial institutions is an advantage.*

*Knowledge of the state and official languages at a level sufficient for the assignment. Experience in developing normative legal acts, including in road and transport sectors. Knowledge of legislation on the road sector, labor and civil legislation. Interpersonal communication and teamwork skills.*