



# Terms of Reference

## Mid-Level Legal Consultant to Support the Implementation of Social Protection Reforms in Lebanon

### BACKGROUND

Lebanon has recently approved significant reforms in the realm of social protection, beginning with the adoption of Law 319 in December 2023. This law replaces the current end-of-service-indemnity scheme in the National Social Security Fund (NSSF) and establishes a comprehensive pension system for private sector employees. Additionally, the Lebanese Government has adopted the National Strategy for Social Protection in November 2023 aiming towards a rights-based shock-responsive and sustainable system.

These reforms have been supported technically by the International Labor Organization (ILO), which has assisted government agencies, social partners, and Lebanese parliament in their efforts. Their timely and efficient implementation is crucial to strengthen the social protection landscape in the country and provide much-needed assistance and support to the population, which has been enduring a compounded crisis for the past five years. The timely implementation of these reforms can contribute to a new social contract between the state and its citizens, enhancing trust and ensuring the right to social security for all.

Under the framework of the project on “Addressing life-cycle vulnerabilities through social protection – Establishing Social Grants in Lebanon” funded by the EU, and the project on “Supporting Social Security and Institutional Reforms towards a Strengthened Social Protection System in Lebanon” funded by FCDO, the ILO is now providing technical assistance to national stakeholders to support in operationalizing and implementing these reforms. For this purpose, the ILO office for the Arab States is now seeking to engage a qualified legal consultant to support in drafting and reviewing necessary legal documents to ensure the successful execution of social protection reforms. The support required includes drafting decrees, proposing amendments to social security laws, and formulating operational and procedural decisions for government and ministerial actions.

### Scope of Work

The scope of work has been primarily defined based on needs identified during the inception of the implementation phase, which involved collaboration with various stakeholders. It encompasses, but not limited to, the following tasks:

- Drafting legal documents such as decrees, regulations, directives, procedural decisions, and guidelines ensuring their alignment with the provisions and objectives of respective laws and reforms.
- Conducting legal research to address any legal complexities or ambiguities arising from the implementation of the laws.
- Identifying and recommending mandatory amendments to previous and current laws to ensure a proper transition and effective implementation of the new legal framework.

- Assisting the ILO team in their technical support efforts by formulating creative and innovative solutions, rooted in legal soundness, to effectively address challenges encountered during the implementation phase.
- Monitoring and assessing the legal landscape in the country to pinpoint areas of concern. Communicating these findings to the ILO team to advocate for corrective measures while ensuring alignment with best practices and social security standards.

This work will revolve around various key reforms outlined in the National Social Protection Strategy, including anchoring Social Grants in the national system, notably the National Disability Allowance, revising laws and regulations related to provision of universal and adequate social health protection, reforming public pension schemes and implementing the pension system for private sector workers.

It is important to note that while the scope of work is outlined comprehensively, it is not exhaustive. The dynamic nature of legal requirements in the context of social protection reforms may necessitate addressing ad hoc legally related tasks that emerge during the course of implementation. The legal consultant is expected to demonstrate adaptability and responsiveness in addressing these unforeseen challenges, ensuring that legal support remains aligned with the evolving needs of the reform process.

## Timeline

The consultancy will commence on June 26, 2024, and conclude on March 26, 2025, for a maximum of 58 working days.

## Deliverables and Payment Schedule

Task	Frequency	Number of Days	Total Number of Days
<b>Drafting decrees , administrative and procedural decisions, and law amendments</b>	Up to 10	4 per task	40
<b>Monthly Follow up and reporting on local legal landscape</b>	9	1	9
<b>Legal Research</b>	Up to 3	3 per task	9
<b>TOTAL</b>			58

## Qualifications and Selection Criteria

### Education Background

- A degree in Law
- Advanced degree or specialization in social security law, administrative law, or public policy is an asset.

### Professional Experience

- 10 years of experience in legal drafting and legislative processes.

- Demonstrated sound knowledge of policies and procedures in the public administration, and in legislations surrounding one or more of the relevant social protection reforms, notably NSSF, public schemes, disability, and social health protection.
- Previous work with government agencies, international organizations, or legal consultancies, particularly in the social protection sector
- Familiarity with the intricacies of the legislation environment in the country.
- Membership in the local bar association is considered an advantage.
- Experience working with a UN agency or other international development organization preferable.

#### Technical Skills and Knowledge

- Proficiency in legal research and analysis.
- Proficiency in Microsoft Word.
- Fluency in both Arabic and English.
- Ability to interpret and apply laws and regulations effectively.
- Awareness of the socio-economic context and challenges related to social security in Lebanon.

#### Application Process

Individual consultants are invited to share the following documents by June 24, 2024 with the ILO Regional Social Protection team at: [Jabbourr@ilo.org](mailto:Jabbourr@ilo.org) and [Fawaz@ilo.org](mailto:Fawaz@ilo.org)

- A cover letter outlining fit for the assignment
- CV
- An example of previous work on a similar assignment
- Financial proposal (Daily Rate)