



## Terms of Reference

### **Consultancy to conduct a study and produce a report on the safety of journalists and Challenges for Independent Media in Cambodia**

#### **I. Project summary**

Under the project “Promoting the safety of journalists” supported by the International Programme for the Development of Communication (IPDC) of UNESCO with the objective “To promote the safety of journalists in Cambodia through the national study applying UNESCO’s Journalists’ Safety Indicators (JSI) and capacity building of journalists on safety”, the Cambodian Center for Independent Media (CCIM) is seeking a consultant to conduct a study on the safety of journalists and challenges for independent media in Cambodia and produce a report outlining the key findings and challenges on the independent media and safety of journalists, including recommendations in ensuring their safety in the exercise of their career.

CCIM is a local non-government organization duly registered with the Ministry of Interior established in 2007 to promote press freedom, access to information and freedom of expression through production and dissemination of news and information through online and radio broadcast platforms, and media development activities.

#### **II. Tasks**

Specific tasks will include the following:

1. Search existing literature on national policies, practices and initiatives in the area of the safety of journalists in Cambodia. This includes looking across literature sources written by research institutions, government bodies, UN agencies, NGOs, among others.
2. Conduct a survey through interviews of at least 150 local and foreign journalists and media workers in Phnom Penh and provinces of Cambodia on their experience in practicing their profession in Cambodia particularly on safety and other risks factors, including their recommendations for journalists, news outlets, the government and/or NGOs to strengthen independent media and to strengthen and ensure safety in exercising their profession. The respondents should include those working in the provinces.
3. Prepare and present the initial report of the survey in a consultation for validation of the findings and to solicit more recommendations for the promotion of the safety of journalists in Cambodia.
4. Finalize the report in Khmer and English versions.

### III. Work plan and schedule of deliverables

4 <sup>th</sup> week of October	<b>1. Signing of the contract</b> <b>2. Initial strategy meeting with CCIM to present and discuss plans and time frame of the research project</b> a. To review draft questionnaire prepared by the Consultant
5 <sup>th</sup> week of October	<b>3. Presentation of the survey questionnaire</b>
1 <sup>st</sup> week of November	<b>4. Conduct of study and interviews</b>
1 <sup>st</sup> week of December	<b>5. Presentation of the findings of the survey in a consultation</b> The Consultant will do a presentation of the findings of the survey in a consultation with journalists, media workers and UNESCO for validation and solicitation of more recommendations
3 <sup>rd</sup> week of December	<b>6. Presentation of the final draft of the report</b> The Consultant will present the final draft of the report incorporating the results during the consultation. The final report should be no longer than 15 pages and must include the following information: a. Cover page with photo and title b. Executive summary of the report (1 page) c. Description of methodology (1/2 page) d. Findings of the report (7-10 pages) e. Recommendations (1 page)
4 <sup>th</sup> week of December	<b>7. Submission of final version of report in Khmer and English languages.</b>
February 2020	<b>8. Launching of the report</b> The Consultant shall present the report

### IV. Budget and Payments

- a. First payment will be released upon the signing of the contract.
- b. Second payment will be released upon the receipt of the initial report for presentation during the validation consultation.
- c. Final payment will be released upon the receipt of the final version of the report.

### V. Effective Date

The consultancy contract is expected to complete by the end of December 2019. The consultant will have flexibility within the schedule but will have completed all deliverables by end of November 2019.

### VI. Expertise required

- a. Excellent research skills for both qualitative and quantitative research
- b. Knowledge of Cambodia's media landscape and the challenges faced by journalists
- c. Proven ability to research and prepare reports of a similar nature
- d. Proven ability to write and present complex issues for a non-technical audience
- e. Fluent English writing skills

#### **IX. Expressions of interest**

Interested individuals and firms are requested to submit an Expressions of interest, which should contain the following information:

- a. Details regarding the consultant, including curriculum vitae, referees, past experience in this area of work, and demonstrated ability to meet deadlines and the requirements of this consultancy
- b. Availability
- c. Elaborated description of suggested methodology
- d. Proposed consultancy fee

The expression of interest should be sent via email to [hoknarin@vodhotnews.com](mailto:hoknarin@vodhotnews.com) before 5:30 pm on **October 15, 2019**. CCIM will only contact only the successful bidder.