



CALLDOWN CONTRACT

Framework Agreement with: **Oxford Policy Management Limited (OPML)**

Framework Agreement for: **Global Evaluation Framework Agreement (GEFA)**

Framework Agreement Purchase Order Number: **PO 7448**

Call-down Contract For: **Impact Evaluation of the Land Tenure Regularisation Programme**

Contract Purchase Order Number: **PO 8296**

I refer to the following:

1. The above-mentioned Framework Agreement dated **12 September 2016**;
2. Your proposal of **1 June 2018**

and I confirm that DFID requires you to provide the Services (Annex A), under the Terms and Conditions of the Framework Agreement which shall apply to this Call-down Contract as if expressly incorporated herein.

1. Commencement and Duration of the Services

1.1 The Supplier shall start the Services no later than **24 September 2018** ("the Start Date") and the Services shall be completed by **31 March 2019** ("the End Date") unless the Call-down Contract is terminated earlier in accordance with the Terms and Conditions of the Framework Agreement.

2. Recipient

2.1 DFID requires the Supplier to provide the Services to DFID Rwanda ("the Recipient").

3. Financial Limit

3.1 Payments under this Call-down Contract shall not exceed £249,593 ("the Financial Limit") and is exclusive of any government tax, if applicable as detailed in Annex B.

3.2. Milestone Payment Basis

Where the applicable payment mechanism is "Milestone Payment", invoice(s) shall be submitted for the amount(s) indicated in Annex B and payments will be made on satisfactory performance of the services, at the payment points defined as per schedule of payments. At each payment point set criteria will be defined as part of the payments. Payment will be made if the criteria are met to the satisfaction of DFID.

When the relevant milestone is achieved in its final form by the Supplier or following completion of the Services, as the case may be, indicating both the amount or amounts due at the time and cumulatively. Payments pursuant are subject to the satisfaction of the Project Officer in relation to the performance by the Supplier of its obligations under the Call-down Contract and to verification by the Project Officer that all prior payments made to the Supplier under this Call-down Contract were properly due.



4. DFID Officials

4.1 The Project Officer is:

[REDACTED]
DFID Rwanda
[REDACTED]

4.2 The Contract Officer is:

[REDACTED]
Procurement and Commercial Department
[REDACTED]

5. Key Personnel

All personnel identified with in the Technical and Commercial Proposals dated 1 June 2018 cannot be substituted by the Supplier without DFID's prior consent. The substitute's qualifications and expertise should match that of the key personnel being replaced and DFID will require copies of CV's for each proposed substitute.

6. Sub – Contractors

6.1 The following of the Supplier's sub-contractors cannot be substituted by the Supplier without DFID's prior written consent:

1. **Mokoro**
2. **Fate Consulting**

7. Reports

7.1 The Supplier shall submit project reports in accordance with the Terms of Reference / Scope of Work at Annex A.

8. Duty of Care

All Supplier Personnel (as defined in Section 2 of the Agreement) engaged under this Call-down Contract will come under the duty of care of the Supplier:

- I. The Supplier will be responsible for all security arrangements and Her Majesty's Government accepts no responsibility for the health, safety and security of individuals or property whilst travelling.
- II. The Supplier will be responsible for taking out insurance in respect of death or personal injury, damage to or loss of property, and will indemnify and keep indemnified DFID in respect of:
 - II.1. Any loss, damage or claim, howsoever arising out of, or relating to negligence by the Supplier, the Supplier's Personnel, or by any person employed or otherwise engaged by the Supplier, in connection with the performance of the Call-down Contract;
 - II.2. Any claim, howsoever arising, by the Supplier's Personnel or any person employed or otherwise engaged by the Supplier, in connection with their performance under this Call-down Contract.



- III. The Supplier will ensure that such insurance arrangements as are made in respect of the Supplier's Personnel, or any person employed or otherwise engaged by the Supplier are reasonable and prudent in all circumstances, including in respect of death, injury or disablement, and emergency medical expenses.
- IV. The costs of any insurance specifically taken out by the Supplier to support the performance of this Call-down Contract in relation to Duty of Care may be included as part of the management costs of the project, and must be separately identified in all financial reporting relating to the project.
- V. Where DFID is providing any specific security arrangements for Suppliers in relation to the Call-down Contract, these will be detailed in the Terms of Reference.

9. Call-down Contract Signature

- 9.1 If the original Form of Call-down Contract is not returned to the Contract Officer (as identified at clause 4 above) duly completed, signed and dated on behalf of the Supplier within 15 working days of the date of signature on behalf of DFID, DFID will be entitled, at its sole discretion, to declare this Call-down Contract void.

10. Insurance Requirements

OBLIGATION TO MAINTAIN INSURANCES

- 10.1 Without prejudice to its obligations to DFID under this Agreement and/or any Call Down Contract, including its indemnity obligations, the Supplier shall for the periods specified in this clause 10 take out and maintain, or procure the taking out and maintenance of the insurances as set out in Annex 1 (Required Insurances) and any other insurances as may be required by applicable Law (together the "Insurances"). The Supplier shall ensure that each of the Insurances is effective no later than the Commencement Date.
- 10.2 The Insurances shall be maintained in accordance with Good Industry Practice and (so far as is reasonably practicable) on terms no less favourable than those generally available to a prudent Agreement and/or any Call Down Contractor in respect of risks insured in the international insurance market from time to time.
- 10.3 The Insurances shall be taken out and maintained with insurers who are of good financial standing and of good repute in the international insurance market.
- 10.4 The Supplier shall ensure that the public and products liability policy shall contain an indemnity to principals clause under which DFID shall be indemnified in respect of claims made against DFID in respect of death or bodily injury or third party property damage arising out of or in connection with the Services and for which the Supplier is legally liable.

GENERAL OBLIGATIONS

- 10.5 Without limiting the other provisions of this Agreement and/or any Call Down Contract, the Supplier shall:
 - 10.5.1 take or procure the taking of all reasonable risk management and risk control measures in relation to the Services as it would be reasonable to expect of a prudent Agreement and/or any Call Down Contractor acting in accordance with Good Industry Practice, including the investigation and reports of relevant claims to insurers;



- 10.5.2 promptly notify the insurers in writing of any relevant material fact under any Insurances of which the Supplier is or becomes aware; and
- 10.5.3 hold all policies in respect of the Insurances and cause any insurance broker effecting the Insurances to hold any insurance slips and other evidence of placing cover representing any of the Insurances to which it is a party.

FAILURE TO INSURE

- 10.6 The Supplier shall not take any action or fail to take any action or (insofar as is reasonably within its power) permit anything to occur in relation to it which would entitle any insurer to refuse to pay any claim under any of the Insurances.
- 10.7 Where the Supplier has failed to purchase any of the Insurances or maintain any of the Insurances in full force and effect, DFID may elect (but shall not be obliged) following written notice to the Supplier to purchase the relevant Insurances, and DFID shall be entitled to recover the reasonable premium and other reasonable costs incurred in connection therewith as a debt due from the Supplier.

EVIDENCE OF POLICIES

- 10.8 The Supplier shall upon the Commencement Date and within 15 Working Days after the renewal of each of the Insurances, provide evidence, in a form satisfactory to DFID, that the Insurances are in force and effect and meet in full the requirements of this clause 10. Receipt of such evidence by DFID shall not in itself constitute acceptance by DFID or relieve the Supplier of any of its liabilities and obligations under this Agreement.

AGGREGATE LIMIT OF INDEMNITY

- 10.9 Where the minimum limit of indemnity required in relation to any of the Insurances is specified as being "in the aggregate":
- 10.9.1 if a claim or claims which do not relate to this Agreement and/or any Call Down Contract are notified to the insurers which, given the nature of the allegations and/or the quantum claimed by the third party(ies), is likely to result in a claim or claims being paid by the insurers which could reduce the level of cover available below that minimum, the Supplier shall immediately submit to DFID:
- (a) details of the policy concerned; and
 - (b) its proposed solution for maintaining the minimum limit of indemnity specified; and
- 10.9.2 if and to the extent that the level of insurance cover available falls below that minimum because a claim or claims which do not relate to this Agreement and/or any Call Down Contract are paid by insurers, the Supplier shall:
- (a) ensure that the insurance cover is reinstated to maintain at all times the minimum limit of indemnity specified for claims relating to this Agreement and/or any Call Down Contract; or
 - (b) if the Supplier is or has reason to believe that it will be unable to ensure that insurance cover is reinstated to maintain at all times the minimum limit of indemnity specified, immediately submit to DFID full details of the policy concerned and its proposed solution for maintaining the minimum limit of indemnity specified.



CANCELLATION

- 10.10 The Supplier shall notify DFID in writing at least five (5) Working Days prior to the cancellation, suspension, termination or nonrenewal of any of the Insurances.

INSURANCE CLAIMS

- 10.11 The Supplier shall promptly notify to insurers any matter arising from, or in relation to, the Services and/or this Agreement and/or any Call Down Contract for which it may be entitled to claim under any of the Insurances. In the event that DFID receives a claim relating to or arising out of the Services or this Agreement and/or any Call Down Contract, the Supplier shall co-operate with DFID and assist it in dealing with such claims including without limitation providing information and documentation in a timely manner.
- 10.12 Except where DFID is the claimant party, the Supplier shall give DFID notice within twenty (20) Working Days after any insurance claim in excess of **£20,000** relating to or arising out of the provision of the Services or this Agreement and/or any Call Down Contract on any of the Insurances or which, but for the application of the applicable policy excess, would be made on any of the Insurances and (if required by DFID) full details of the incident giving rise to the claim.
- 10.13 Where any Insurance requires payment of a premium, the Supplier shall be liable for and shall promptly pay such premium.
- 10.14 Where any Insurance is subject to an excess or deductible below which the indemnity from insurers is excluded, the Supplier shall be liable for such excess or deductible. The Supplier shall not be entitled to recover from DFID any sum paid by way of excess or deductible under the Insurances whether under the terms of this Agreement and/or any Call Down Contract or otherwise.

For and on behalf of
The Secretary of State for
International Development

Name:

Position:

Signature:

Date:

For and on behalf of
Oxford Policy Management Limited

Name:

Position:

Signature:

Date:



ANNEX 1: REQUIRED INSURANCES

PART A: THIRD PARTY PUBLIC & PRODUCTS LIABILITY INSURANCE

1. INSURED

1.1 The Supplier

2. INTEREST

2.1 To indemnify the Insured in respect of all sums which the Insured shall become legally liable to pay as damages, including claimant's costs and expenses, in respect of accidental:

2.1.1 death or bodily injury to or sickness, illness or disease Agreement and/or any Call Down Contracted by any person;

2.1.2 loss of or damage to property; happening during the period of insurance (as specified in Paragraph 5 of this Annex 1 to this Schedule 2) and arising out of or in connection with the provision of the Services and in connection with this Agreement and/or any Call Down Contract.

3. LIMIT OF INDEMNITY

3.1 Not less than 'the financial limit' in respect of any one occurrence, the number of occurrences being unlimited, but 'the financial limit' in any one occurrence and in the aggregate per annum in respect of products and pollution liability.

4. TERRITORIAL LIMITS

N/A

5. PERIOD OF INSURANCE

5.1 From the Commencement Date for the Term and renewable on an annual basis unless agreed otherwise by DFID in writing.

6. COVER FEATURES AND EXTENSIONS

6.1 Indemnity to principals clause.

7. PRINCIPAL EXCLUSIONS

7.1 War and related perils.

7.2 Nuclear and radioactive risks.

7.3 Liability for death, illness, disease or bodily injury sustained by employees of the Insured during the course of their employment.

7.4 Liability arising out of the use of mechanically propelled vehicles whilst required to be compulsorily insured by applicable Law in respect of such vehicles.

7.5 Liability in respect of predetermined penalties or liquidated damages imposed under any Agreement and/or any Call Down Contract entered into by the Insured.



7.6 Liability arising out of technical or professional advice other than in respect of death or bodily injury to persons or damage to third party property.

7.7 Liability arising from the ownership, possession or use of any aircraft or marine vessel.

7.8 Liability arising from seepage and pollution unless caused by a sudden, unintended and unexpected occurrence.

8. MAXIMUM DEDUCTIBLE THRESHOLD

8.1 Not used

PART B: PROFESSIONAL INDEMNITY INSURANCE

1. INSURED

1.1 The Supplier

2. INTEREST

2.1 To indemnify the Insured for all sums which the Insured shall become legally liable to pay (including claimants' costs and expenses) as a result of claims first made against the Insured during the Period of Insurance by reason of any negligent act, error and/or omission arising from or in connection with the provision of the Services.

3. LIMIT OF INDEMNITY

3.1 Not less than 'the financial limit' of the Call down contract in respect of any one claim and in the aggregate per annum.

4. TERRITORIAL LIMITS

N/A

5. PERIOD OF INSURANCE

5.1 From the date of this Agreement and/or any Call Down Contract and renewable on an annual basis unless agreed otherwise by DFID in writing (a) throughout the Term or until earlier termination of this Agreement and/or any Call Down Contract and (b) for a period of 6 years thereafter.

6. COVER FEATURES AND EXTENSIONS

6.1 Retroactive cover to apply to any claims made policy wording in respect of this Agreement and/or any Call Down Contract or retroactive date to be no later than the Commencement Date.

7. PRINCIPAL EXCLUSIONS

7.1 War and related perils

7.2 Nuclear and radioactive risks

8. MAXIMUM DEDUCTIBLE THRESHOLD



8.1 Not used

PART C: UNITED KINGDOM COMPULSORY INSURANCES

1. GENERAL

1.1 The Supplier shall meet its insurance obligations under applicable Law in full, including, UK employers' liability insurance and motor third party liability insurance.

Section 4, Annex A

Call-down Contract

Terms of Reference

Impact evaluation of the Land Tenure Regularisation Programme

1.0 Background and context

- 1.1 Rwanda is the most densely populated country in Africa, with 393 people per square kilometre and a population growth rate of 2.9% per year. The high population density creates land pressures which drive people to occupy all available land including the steep slopes that make up a large part of the country. The informal land administration system and insecurity of tenure in the past have contributed to frequent land disputes, instability and gender inequality. Rwanda Land Tenure Regularisation programme was designed by the Government of Rwanda to clarify and secure land rights for all Rwandans and contribute to achieve sustainable poverty reduction and peace and prosperity.
- 1.2 The LTR is one of 15 ongoing bilateral programs in DFID Rwanda's economic growth portfolio. The objectives of the economic growth portfolio are to support structural transformation of Rwanda's economy from subsistence agriculture to transition to commercialisation, promote value addition in service sector and the diversification of the economy into sectors where Rwanda can build comparative advantage to increase trade, investment and export growth to ensure future inclusive and sustainable growth. This is required to create jobs particularly for the youth, women and the poorest.
- 1.3 DFID has been the principal donor supporting land tenure reform in Rwanda since 2002. A preparatory phase (2005 -2008) successfully established a Strategic Roadmap to secure the land rights for all citizens, whilst also supporting national economic development and promoting the environment. This paved the way for the Land Tenure Regularisation (LTR) programme that has been running since 2009 and plans to close in June 2018.
- 1.4 The aim of the LTR programme was to issue a registered title to every landholder in Rwanda through a one-off, low-cost community-based process and thereby contribute to poverty reduction, increase investment, optimize land use, and promote gender equality in access to land and reduce conflicts related to access and ownership of land.
- 1.5 The full list of priority outcome and output areas for the LTR programme (with specific targets) can be found in this programme document and the logical framework. (Annex 1 Log frame)

The entire program has been implemented in three phases. The first phase (2009-2013) was delivered by the UK based service provider, HTSPE and focused on land registration and the establishment of the land administration information system (LAIS). The second phase was implemented between (2013-16) through direct financial aid to Rwanda Natural Resource Authority (RNRA) which has now been renamed as Rwanda Land Management and Use Authority (RLMUA) and covered the registration of land that was not completed during the first phase of systematic land registration but shifted much focus on building the capacity of land institutions to offer land services efficiently. The Log Frame was changed in 2016 to reflect the revised aims.

- 1.6 A further cost extension covering the period July 2016 – June 2018 was agreed with DFID to further strengthen the ability of the Rwanda Natural Resource Authority (RNRA) to supply land administration



services and stimulate the public demand for such services. In line with DFID commitment to aid effectiveness agenda at an international level; the programme was well aligned to Rwanda's Economic Development and Poverty Reduction Strategy (EDPRS-1&2) and delivered through Government systems.

- 1.7 DFID and other donors including the Swedish International Development Agency (SIDA), European Commission (EC), and Netherlands have invested up to ██████████ in LTR which has enabled Rwanda to build a sound institutional base with a critical mass of land registration data base currently holding more than 11.4 parcels of land. 85% of these land parcels are approved to title and 7.1 million of these titles have been issued to right full owners.
- 1.8 In recent years, the Rwanda LTR Programme has consistently been sighted as a landmark example of systematic land tenure reform in Africa and textbook case for wider replication. While the land governance history and context in Rwanda are of course unique the regularisation process and expected outcomes are an important test and learning case for the region. Indeed, the findings from this assessment are likely to have a significant impact on the prioritisation and/or design of future land tenure programmes funded by DFID, other donors and governments across Africa.
- 1.9 In the final year of the project, DFID is seeking to contract an independent impact evaluation to assess the key impacts, beyond the immediate outcomes, in terms of the functioning and sustainability of the land administration system, captured during programme implementation. The evaluation will be fully financed by DFID.
- 1.10 The available time and resources for this impact evaluation will require a focus on analysing existing available quantitative data and qualitative evidence, complemented with targeted collection of qualitative data to validate and/or explain the findings from the quantitative analysis. The evaluation should aim to assess whether the programme has led or contributed to a wide range of outcomes and impacts (see list under 3.1). The priority scope of the assessment will be determined between DFID and the supplier during the inception phase.

2.0 OBJECTIVES OF THE ASSIGNMENT.

Within the broader aim of building the case and evidence base to support systematic land reform and tenure regularisation in Africa and globally, the impact assessment aims to:

2.1 Assess **whether the LTR has:**

- (i) Achieved the intended impacts in the log frame (Annex 1) (e.g. a contribution to poverty reduction, increased productive land-based investments, optimisation of land use, gender equity and social harmony throughout Rwanda); and
- (ii) Caused or contributed to other intended or unintended, positive or negative impacts at different levels (economy, household, community, local politics, etc).

This assessment will feed into the programme completion review to be completed by December 2018.

2.2 **Draw lessons** from the LTR programme and its impact and experience to inform design and delivery of other land tenure regularisation programmes across Africa and globally.

3.0 INDICATIVE SCOPE OF WORK AND KEY ASSESSMENT QUESTIONS AND THEMES

The indicative scope of the impact evaluation is as follows:

3.1 **During the inception phase:** Collate and validate available secondary quantitative data and the quality and usability of existing qualitative data and to what extent these can be analysed and used to address



the evaluation objectives and answer the evaluation questions. This will need to pay particular attention to the availability of relevant baseline data to assess longitudinal changes and data that could be used to construct a comparison if not quasi-experimental control. Develop an approach and implementation plan for the combined quantitative and qualitative analysis. Propose which questions the evaluation can, or cannot, answer and with what level of robustness. These findings and proposals will be set out in the inception report.

- 3.2 Implement a **non-experimental (quasi-experimental) assessment** of LTR impacts using available secondary data (both quantitative and qualitative) using appropriate sampling methods as necessary and approved in the implementation plan.
- 3.3 Ensure that quantitative data analysis is informed by and triangulated with a **qualitative assessment** of the programme impacts using, for example, focus groups discussions, in-depth interviews, key stakeholder consultations, analysis of the existing qualitative data base and other approaches as appropriate and approved in the implementation plan.
- 3.4 Draw conclusions and recommendations from the LTR experience relevant for the design of similar programmes in other countries in Africa. This should include a review of the economic case for land tenure reform and regularisation.
- 3.5 Develop a number of questions to include in the next National House Hold living condition survey to continuously track the impact of LTR.
- 3.6 Produce, edit and publish a draft and final fully integrated quantitative-qualitative evaluation report.
- 3.7 In addition, the Independent Expert Team will be expected to:
 - Consult broadly with key stakeholders including other donors to LTR (EU, Sweden and the Netherlands), CSO engaged in land reforms and Government officials to inform the scope of the evaluation and define priority questions;
 - Meet regularly to coordinate and triangulate approaches, both remotely and in person as appropriate;
 - Provide updates to the evaluation steering group, including a presentation of quantitative findings prior to carrying out the remaining qualitative work and authoring the final integrated evaluation report.
- 3.8 Key evaluation questions focus on the impact and outcome level indicators within the programme log-frame and business case/business case addendum, however it will be important to also capture important changes and impacts (both intended and unintended) not explicitly mentioned in the log-frame, based on global evidence of the impact of documenting tenure rights and increased tenure security.

An indicative set of questions is outlined below, but it is expected that these will be refined and rationalised during the inception phase. The assessments will address a number of questions and themes, which may be modified during the inception phase. Questions and themes will only be modified by request or agreement from DFID, the final decisions to any changes will be made by DFID. In addition to the questions outlined below, cross-cutting themes such as gender should also be considered.

- 3.9 Indicative **Evaluation Questions**: grouped under broad thematic areas and impact heading in the business case:

Poverty Reduction/Economic impacts



- (a) What evidence is there that land tenure regularisation implemented by the programme has led to rural poverty reduction in Rwanda?
- (b) Has tenure regularisation and the provision of titles led to increased investment in agriculture or non-farm activities by men and women that have received a title?
- (c) Has tenure regularisation and the provision of titles increased households access to credit or other business services and if so, is this true across income groups?
- (d) To what extent does the data support the expectation that the provision of title and increased tenure security is necessary but not sufficient for the two impacts above?
- (e) Is there any evidence that increased mobility and/or migration enabled by or resulting from LTR had led to improved livelihood opportunities and/or outcomes for men or women?
- (f) To what extent did LTR contribute to wider economic development and spill-over effects into other sectors?

Equity

- (g) To what extent has LTR led to changes in tenure patterns and how has this impacted on poor and vulnerable members of the community, on gender equality, and inter-generational poverty;
- (h) Compared to the situation before LTR began, how has average parcel size and distribution of land holding for different socio-economic groups and land use changed as a result of tenure regularisation?
- (i) What evidence is there of plot consolidation in the hands of more efficient producers and/or local elites?
- (j) In what ways and to what extent has LTR reduced the vulnerability of households that have received a land title?

Land Markets and Land Use Optimisation

- (k) Has LTR led to the emergence of a viable land market that facilitates improved access to land for those seeking to invest in land and improved returns for those wishing to sell or rent out their land?
- (l) Has the provision of titles led to increased mobility and/or migration by men or women (who are now able to rent out or sell their land or no longer fear losing tenure rights if they are not occupying the land)?
- (m) To what extent is LTR and the emerging land market leading to empowered rather than distress-based leasing out or sales of land?
- (n) To what extent is LTR and the emerging land market affecting land values?

Gender equity

- (o) To what extent had land titling increased women's perceived tenure security and 'peace of mind'?
- (p) To what extent has the LTR programme led to a change in women's understanding of their inheritance and other land rights and what evidence is there that this has led to a change in inheritance practice?
- (q) What evidence is there that LTR and the issuing of titles in women's names, individually or jointly, has enhanced the status of women within the community and increased their engagement in community affairs?
- (r) What evidence is there that land titling has increased women's bargaining power within the household, leading to greater decision-making for women over expenditure or other decisions?

Social harmony and engagement

- (s) To what extent has LTR decreased the prevalence of disputes and conflict over land and contributed to increased social harmony within communities?



- (t) How has individual titling affected community cohesion and communal structures to manage natural resources?
- (u) Has LTR and the establishment of land administration system and services improved the resolution of land disputes?
- (v) What evidence is there that land titling has increased community-level or wider political engagement by households receiving land titles, particularly by women?

Efficiency/Cost-effectiveness

- (w) To what extent did the LTR programme represent good value for money?
- (x) What evidence is there that the economic returns from LTR have or will outweigh the costs?

4.0 METHODOLOGY AND APPROACH

- 4.1 During the Inception Phase, the **Independent Expert Team**, in consultation with DFID Rwanda and the Evaluation Steering Group, will be expected finalize the scope of work, developing a detailed methodology, evaluation framework and implementation plan. The preferred approach for the impact evaluation is outlined below. The main focus will be on a non-experimental (quasi-experimental) impact assessment that integrates quantitative and qualitative data and analysis.
- 4.2 As noted above a critical variable that will determine the scope and robustness of the evaluation is the availability, accessibility and quality of the secondary quantitative and qualitative data. Annex 2 (Indicative list of secondary data sources) provides an indicative list of available data sets but this list and the data sets will need to be expanded and validated as far as possible during the inception phase. It is expected that bids will include a preliminary review of available data sets to inform their technical proposals.
- 4.3 Any approach to assess LTR's causal impacts must address the problem of the counterfactual: what outcomes would have been observed at household, community or economy-wide level without land titling and the development of a land market? Impact assessment strategies are usually designed to identify a method for constructing a proxy for these counterfactual outcomes using information on non-beneficiaries to control for the effects of confounding economic and contextual factors that make programme beneficiaries systematically different from an average non-beneficiary. Impact estimates that imperfect control for these confounders suffer from "selection bias". In the context of a national tenure regularisation programme such as LTR where the vast majority of households have received land titles the construction of a viable counterfactual is difficult if not impossible and the evaluation is therefore expected to rely primarily on a before-after assessment using available qualitative data to explain changes. For some of the questions above it should be possible to create comparison groups (e.g. women with individual vs joint titles) to assess differential impacts. Wherever possible the methodological approach would aim to rigorously attribute (or estimate the attribution of) programme impacts and the extent to which this is possible will need to be analysed in detail during the inception phase.
- 4.4 The evaluation should draw on existing qualitative data and also collect primary qualitative data to corroborate and explain the quantitative analysis. This should include various methods including, for example, focus groups discussions, in-depth interviews, key stakeholder consultations, analysis of the existing qualitative data base and other approaches as appropriate and approved in the implementation plan.

5.0 TIMING

- 5.1 The assignment will need to start in September 2018 and end in March 2019. The Inception Phase will last for 6-8 weeks. The Implementation phase for 4-5 months depending on the start of the evaluation. The scale and scope of the implementation phase (i.e. the scope and robustness of the



analysis that is feasible based on available secondary data accessed during the inception phase) will be determined based on the findings and proposals set out in the Inception Report.

- 5.2 Preliminary findings from the analysis and field work will be shared with DFID no later than 12 November. A draft final report will be shared with DFID by 30 January 2019 and a final report by 28 February 2019 (precise dates to be agreed at the end of the inception phase).

6.0 DELIVERABLES

- 6.1 An Inception report clearly detailing how the evaluation questions can be answered, and with what degree of robustness and resource requirements, based on the available secondary data and proposed qualitative field work; recommendations for the scope of evaluation based on this and proposed methodology for the quantitative analysis of secondary data, primary qualitative research and overall integration of quantitative and qualitative data; a detailed workplan for implementation.
- 6.2 Preliminary report covering the full scope of work agreed in the revised TOR before commencement of the implementation phase
- 6.3 Final report on the impact of LTRP and the key lessons learnt, and recommendation as specified under section 3.
- 6.4 Presentation to DFID Rwanda and DFID London.
- 6.5 Set of questions to be included in the National House hold Living conditions survey.

7.0 REPORTING

- 7.1 DFID Rwanda will manage the contract on behalf of the Government of Rwanda and donors. The supplier will report directly to DFID Rwanda on all contractual matters. A small evaluation steering committee will be established comprising key leads in DFID Rwanda, GRD and RED (as required) to oversee strategic issues related to this assignment, including review of tender bids, the inception report and revision to TOR and draft and final reports.
- 7.2 The person to whom reports should be sent is the DFID Senior Responsible Officer for TDDAP, currently the Private Sector Adviser for LTR. All reports should be copied to the Programme Manager within the Economic Growth Team in DFIDR. For day-to-day matters, the Programme Manager should be contacted copying the Senior Responsible Officer.

8.0 BUDGET

A maximum budget of up to £300,000 including any taxes, if applicable, has been set aside. Bidders are invited to demonstrate what they can deliver within the allocated budget while maintaining excellent value for money and delivering high quality work.

Payments shall be made upon successful completion and verification of deliverables, as detailed in section 6.0 Deliverables. Impact evaluation suppliers will structure their commercial proposals around the deliverables time frame.

9.0 SAFEGUARDING

DFID requires assurances regarding protection from violence, exploitation and abuse through involvement, directly or indirectly, with DFID suppliers and programmes. This includes sexual exploitation and abuse but should also be understood as all forms of physical or emotional violence or



abuse and financial exploitation. Suppliers will be expected to demonstrate how they will deliver the expected outputs effectively without doing harm to the environment and society.

As a minimum, DFID request full evidence / assurance of the following 3 policies for all Procurement conducted:

- i. Safeguarding
- ii. Whistleblowing
- iii. Bullying & Harassment

Suppliers will provide the above-mentioned policies as part of their tender response.

10.0 DUTY OF CARE (Appendix 1)

- 10.1 The supplier will be responsible for their own safety and well-being and that of third parties affected by their activities under the contract, including appropriate security arrangements for domestic and business property.
- 10.2 DFID will share available information with the supplier on security status and relevant developments in country where appropriate. DFID Rwanda will provide the following;
- 10.3 A security briefing on arrival including reference to the latest travel advice available on the Foreign and Commonwealth Office website (<https://www.gov.uk/foreign-travel-advice/rwanda>) A copy of the DFID visitor notes (and a further copy each time these are updated). The supplier will be responsible for ensuring that they are up to date with the latest security developments and; is registered with and included in the Embassies' emergency procedures.

11.0 TRANSPARENCY

DFID requires Suppliers receiving and managing its funds, to release open data on how this money is spent, in a common, standard, re-usable format and to require this level of information from immediate sub-contractors, sub-agencies and partners. It is a contractual requirement for all Suppliers to comply with this, and to ensure they have the appropriate tools to enable routine financial reporting, publishing of accurate data and providing evidence of this DFID – further IATI information is available from:

<http://www.aidtransparency.net/>

12.0 GDPR PROTECTION OF PERSONAL DATA

Please refer to the details of the GDPR relationship status and personal data (where applicable) for this project as detailed in Appendix A and the standard clause 33 in section 2 of the Framework Agreement.

Annex 1: Log Frame

Land Tenure Regularisation Support Project Logframe

PROXY TITLE	Support for Land Tenure Regularisation (LTR) in Rwanda	Baseline 2009	Milestone Q1-2010	Milestone Q1-2011	Milestone Q1-2012	Milestone Q1-2013	Milestone Q1-2014	Milestone Q1-2015	Milestone Q1-2016	Milestone Q3-2016	Target Q1-18 (Program)		
IMPACT	<p>Contribute to poverty reduction, increased productivity, improved livelihoods, increased access to credit and savings facilities, gender equality & social harmony throughout Rwanda.</p>	<p>Number of vulnerable households accessing credit and savings facilities</p>	0	6,300	25,560	44,575	64,500	88,500	88,500	88,500	88,500	937,727	
		<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>17,600</p>	<p>68,318</p>	<p>43%</p>	<p>348,000</p>	<p>444,000</p>	<p>669,000</p>	<p>669,000</p>	<p>610,372</p>	<p>610,372</p>	
		<p>Source</p>											
IMPACT	<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>Proportion of arable land sustainably managed against soil erosion</p>	40%	60%	60%	70%	80%	80%	80%	80%	80%	85%	
		<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>60-80%</p>	<p>60%</p>	<p>60%</p>	<p>70%</p>	<p>80%</p>	<p>80%</p>	<p>80%</p>	<p>80%</p>	<p>85%</p>	
		<p>Source</p>											
IMPACT	<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>Proportion of female population of Rwanda who declare land titles survey or jointly</p>	N/A	20%	10%	20%	30%	40%	40%	40%	40%	47%	
		<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>	<p>28.80%</p>	<p>30%</p>	<p>30%</p>	<p>30%</p>	<p>30%</p>	<p>30%</p>	<p>35%</p>	
		<p>Source</p>											
IMPACT	<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>Percentage of citizens who feel that their rights are fully and actively in local decision making</p>	60%	70%	70%	70%	80%	80%	80%	80%	80%	85%	
		<p>Target set in the CPFR 2011 CPA Framework (improved social safety net) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>60%</p>	<p>70%</p>	<p>70%</p>	<p>70%</p>	<p>80%</p>	<p>80%</p>	<p>80%</p>	<p>80%</p>	<p>85%</p>	
		<p>Source</p>											
OUTCOME	<p>Rwandan Government enabled to issue land titles to every landholder and establish systems for maintenance of these titles to facilitate investment and secure women's rights.</p>	<p>Percentage of areas of rural land covered by land titles</p>	1%	10%	30%	50%	70%	80%	80%	80%	85%	85%	
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>1%</p>	<p>1%</p>								
		<p>Source</p>											
OUTCOME	<p>(a) % of land covered with land administration systems (b) % of land covered with land administration systems (c) % of land covered with land administration systems (d) % of land covered with land administration systems (e) % of land covered with land administration systems (f) % of land covered with land administration systems (g) % of land covered with land administration systems (h) % of land covered with land administration systems (i) % of land covered with land administration systems (j) % of land covered with land administration systems (k) % of land covered with land administration systems (l) % of land covered with land administration systems (m) % of land covered with land administration systems (n) % of land covered with land administration systems (o) % of land covered with land administration systems (p) % of land covered with land administration systems (q) % of land covered with land administration systems (r) % of land covered with land administration systems (s) % of land covered with land administration systems (t) % of land covered with land administration systems (u) % of land covered with land administration systems (v) % of land covered with land administration systems (w) % of land covered with land administration systems (x) % of land covered with land administration systems (y) % of land covered with land administration systems (z) % of land covered with land administration systems</p>	<p>(a) NA (b) NA (c) NA (d) NA (e) NA (f) NA (g) NA (h) NA (i) NA (j) NA (k) NA (l) NA (m) NA (n) NA (o) NA (p) NA (q) NA (r) NA (s) NA (t) NA (u) NA (v) NA (w) NA (x) NA (y) NA (z) NA</p>	<p>NA</p>	<p>NA</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>NA</p>	<p>NA</p>	<p>NA</p>							
		<p>Source</p>											
OUTCOME	<p>Respondents agreeing that (a) encourages investment in agricultural inputs (b) encourages investment in agricultural inputs (c) encourages investment in agricultural inputs (d) encourages investment in agricultural inputs (e) encourages investment in agricultural inputs (f) encourages investment in agricultural inputs (g) encourages investment in agricultural inputs (h) encourages investment in agricultural inputs (i) encourages investment in agricultural inputs (j) encourages investment in agricultural inputs (k) encourages investment in agricultural inputs (l) encourages investment in agricultural inputs (m) encourages investment in agricultural inputs (n) encourages investment in agricultural inputs (o) encourages investment in agricultural inputs (p) encourages investment in agricultural inputs (q) encourages investment in agricultural inputs (r) encourages investment in agricultural inputs (s) encourages investment in agricultural inputs (t) encourages investment in agricultural inputs (u) encourages investment in agricultural inputs (v) encourages investment in agricultural inputs (w) encourages investment in agricultural inputs (x) encourages investment in agricultural inputs (y) encourages investment in agricultural inputs (z) encourages investment in agricultural inputs</p>	<p>(a) 83% (b) 83% (c) 83% (d) 83% (e) 83% (f) 83% (g) 83% (h) 83% (i) 83% (j) 83% (k) 83% (l) 83% (m) 83% (n) 83% (o) 83% (p) 83% (q) 83% (r) 83% (s) 83% (t) 83% (u) 83% (v) 83% (w) 83% (x) 83% (y) 83% (z) 83%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>	<p>Not Avail</p>							
		<p>Source</p>											
INPUTS (C)	<p>DDP (FEC)</p>	<p>0.4</p>	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	
		<p>0.4</p>	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	
		<p>0.4</p>	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	
		<p>0.4</p>	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>									
		<p>Target set in the CPFR 2011 CPA Framework (optimal utilization of natural resource) MTRAC annual reports www.rtr.gov.rw/2010/06/annual-report-2010/Access to Finance Rwanda</p>	<p>ACHIEVED</p>	<p>Not Avail</p>	<p>Not Avail</p>								
		<p>Source</p>											
OUTPUT 1	<p>Register of Land Titles (RLT) records received legally valid land title documents</p>	<p>(a) 100% (b) 100% (c) 100% (d) 100% (e) 100% (f) 100% (g) 100% (h) 100% (i) 100% (j) 100% (k) 100% (l) 100% (m) 100% (n) 100% (o) 100% (p) 100% (q) 100% (r) 100% (s) 100% (t) 100% (u) 100% (v) 100% (w) 100% (x) 100% (y) 100% (z) 100%</p>	<p>Not Avail</p>	<p>Not Avail</p>	<p>Not Avail</p>								

ANNEX 2: Indicative list of secondary data sources

1. Integrated Household Living Conditions Survey (EICV1-4). Is conducted every five years, and provides information on changes in the well-being of the population such as poverty, inequality, employment, living conditions, education, health and housing conditions, household consumption, among others. The available data is from 2000-2014.
2. Establishment Census (2011 & 2014). The establishment Census provides a comprehensive data base for business registers.
3. FinScope Survey (2008, 2012, 2013, 2016). Measures and tracks the landscape of access to financial services across all the main product categories – transaction banking, savings, credit and insurance, in both the formal and informal sectors- and institutional categories – commercial banks, other regulated institutions, semi-formal non-regulated institutions, including membership based organisations; and informal or village-based institutions. It also help in understanding characteristics of those that are financially excluded, segment the market, and identify opportunities for expansion of financial services to the un and under-served segments of the market. It also contributes to understand the scope of the population of vulnerable poor whose needed financial transactions are too small for any financial institution to provide profitably.
4. National agriculture survey 2001-2007, 2008.
5. Vision 2020 Umurenge Program (VUP) survey. The VUP is an integrated program to accelerate the rate of poverty reduction at the decentralised levels of government in Rwanda. The Baseline survey provides baseline information on the socio-economic and demographic characteristics of the poorest population and laying foundation for monitoring and evaluation of the implementation of VUP.
6. Labour force survey 2016 & 2017.
7. Seasonal Agricultural Survey 2013, 2014, 2015, 2016. This provides key results about land use, crop land, agricultural inputs, agricultural practises and production.
8. Population and housing census 2012
9. Comprehensive food security vulnerability and nutrition analysis survey (2006, 2009, 2012 and 2015). This data source collects indicators on human and social capital, natural capital, physical capital, economic capital and livelihood strategies, food consumption and health and nutrition.
10. Other secondary data sources – include the demographic health survey, informal sector survey, integrated business survey etc. The full list can be obtained at:
<http://www.statistics.gov.rw/datasources/surveys>

Duty of Care Country Risk Assessment

Rwanda-provisional risk rating

Theme	Northern Province	Eastern Province	Southern Province	Western Province	Kigali Province	OVERALL
Overall Rating	2	2	2	2	2	2
FCO Travel Advice	2	2	2	3	2	2
Host Nation Travel Advice	Not available					
Transportation	2	2	2	2	1	2
	Do not recommend driving at night in rural areas due to poorly lit roads, dense population, untethered livestock, variable condition of vehicles.					
Security	2	2	2	2	2	2
			Potential for security to deteriorate depending on events over the border in Burundi.	Potential for security to deteriorate depending on events over the border in DRC.		
Civil Unrest	1	1	1	1	1	1
Violence/Crime	2	2	3	3	2	2
			Reports of criminal gangs operating on Burundi border.			
Terrorism	1	1	1	1	2	1
War	1	1	2	2	1	1
			Possible spill over from events in Burundi	Depends on events on DRC side of border.		
Earthquake	3	3	3	3	3	3
Flood	3	3	3	3	2	2
	Risk is to rural infrastructure: roads, power, poorly constructed domestic dwellings. Rains are seasonal: Feb to June and Sep to Dec.					
Medical Services	3	3	3	3	2	3

1 Low/Very Low risk	2 Med low risk	3 Med high risk	4 High risk	5 Very High risk
Low	Medium		High	



Department
for International
Development



Supplier to confirm with DFID Programme Team that the above Assessment has not been subsequently updated when finalising their own Risk Assessment. The ratings have been provided by DFID Security Section but with the proviso that these are generic to the country as a whole, and Suppliers may apply local knowledge or experience to amend these in their own risk assessments, or to take into account local variations. DFID Duty of Care Assessments are updated roughly annually, or in response to an event.



Appendix A: of Contract Section 3 (Terms of Reference) Schedule of Processing, Personal Data and Data Subjects

The completed schedule is agreed formally as part of the contract with DFID and any changes to the content of this schedule must be agreed formally with DFID under a Contract Variation.

Description	Details
<p>Identity of the Controller and Processor for each Category of Data Subject</p>	<p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the following status will apply to personal data under this contract:</p> <ol style="list-style-type: none"> 1) The Parties acknowledge that Clause 33.2 and 33.4 (Section 2 of the contract) shall not apply for the purposes of the Data Protection Legislation as the Parties are independent Controllers in accordance with Clause 33.3 in respect of Personal Data necessary for the administration and / or fulfilment of this contract. 2) For the avoidance of doubt the Supplier shall provide anonymised data sets for the purposes of reporting on this project and so DFID shall not be a Processor in respect of Personal Data necessary for the administration and / or fulfilment of this contract.