



Call for expressions of Interest Website design and development services Developing the Equitable Representation online Tracker and its Indexes

The Institute of Public Policy Arbën Xhaferi is a think tank whose mission is to advance the liberal values of policy-making, including democracy, the rule of law, good governance, respect and protection of human rights, with an aim to promote the equal and non-discriminatory development of the state, the economy and society in North Macedonia.

The spheres of activity of the institute are:

- Generating a public discourse on public policies, based on empirical and analytical data.
- Creating and disseminating qualitative and quantitative data on the political, economic and social environment of the country, with the aim of improving policy making.
- Developing interactive tools that inform the public, media and policy-makers on development issues, with the aim of increasing transparency and accountability

Background

The Constitution establishes the principles of non-discrimination and equitable representation of national communities in public bodies at all levels and in other areas of public life as a duty for the state and therefore a policy objective for all public institutions.

Gender equality and non-discrimination is likewise a constitutional principle. The gender equality law and national strategy 2022-2027 establish as a duty for the state the balanced participation of men and women (50/50) in the labour market, including putting an end to the sectorial and hierarchical segregation of women in the workplace.

The Institute of Public Policy Arbën Xhaferi with support from the EU funded project "Technical Assistance for improving the enabling environment for Civil Society Organisations in the Republic of North Macedonia", will tracking equitable representation of communities and gender equality in the public sector, both in overall numbers and in leadership positions, through developing an Equitable Representation Tracker and its indexes, available through an interactive online tool on our website updated annually based on figures available since 2014 from the Ombudsman and the Ministry of Information Society and Administration.

The main objective of the Equitable Representation Tracker is to systematically track, assess through separate indexes and broadly report on the fulfilment of the above-mentioned legal obligations and policy objectives across public institutions in the executive, legislative and judiciary branches, as well as in independent agencies, public enterprises and municipalities, both in absolute terms and with regards to leadership positions.

The Equitable Representation Tracker will cover in its initial stage a representative sample of no less than 150 institutions in the executive, the legislative and the judiciary branches, but also from among independent agencies, public enterprises and local authorities, based on annual reports released since 2014 by the Ombudsman and the Ministry of Information Society and Administration.

The Equitable Representation Tracker will be built upon official data on equitable representation released on an annual basis since 2014 by the Ombudsman and the Ministry of Information Society and Administration. 2014 is the first year when the Ministry of Information Society and Administration started publishing an annual report on this topic.



Therefore, close cooperation will be established with these two institutions, to ensure the accurate representation of their data and alignment of efforts in those areas where civil society can play an active role in accountability and advocacy, e.g. facilitating information, publicity and proactively reaching out with requests for access to information of public character to institutions who fail to report to the Ombudsman and the Ministry of Information Society and Administration.

This way, civil society organisations, the media, academia, political parties, bilateral and multilateral partners, and ultimately, citizens will be capable of holding public institutions to account and to advocate policy makers for ensuring the enforcement and effective implementation of the above-mentioned constitutional duties, legal obligations and policies.

1. Methodology development

The Equitable Representation Tracker will feature three equity indexes, respectively for the overall representation of communities and their representation in leadership positions as well as a gender equity index for leadership positions.

The indexes will be measuring and expressing the level at which an institution has fulfilled its obligations to achieve equitable community and gender representation. Statistically speaking, these indexes will be the most accurate measure of how well the public workforce structure, both in quantitative and hierarchical terms, reflects or not, the diversity of the society.

The two community indexes will be calculated through a statistical method similar to the way standard deviation is calculated in statistics. It will calculate for each community (other than the Macedonian majority) separately and synthesise the results into a single number. The indexes will take values ranging from 10-0, with 10 meaning that adequate representation has been achieved, while 0 means that that institution does not employ any other community members other than Macedonians.

For gender representation, the index will be much more straightforward. It will also range from 10-0, with 10 meaning parity between men and women in leadership positions and 0 meaning no women representation in leadership positions. The percentage representation of women in leadership positions will simply be divided by 5 to reach the rounded mark within the index, e.g. 37% of women representation in leadership positions will equal to 7; 23% will equal to an index of 5; 11% will equal to 2 and so on.

The three indexes will be calculated at the level of a single institution (e.g., a Ministry), as well as groups of institutions (e.g., Courts, Education, Culture etc).

2. Output and technical data

2.1 The Equitable Representation Tracker will be developed as an interactive tool hosted on a dedicated page on the website of the Institute of Public Policy Arbën Xhaferi.

With data input and under the overall guidance of a thematic expert contracted by the Institute of Public Policy Arbën Xhaferi, the selected consultancy will develop the Equitable Representation Tracker Website, as an interactive tool which will feature the following elements:

- Multi-language support Albanian, Macedonian and English
- Selection of individual institutions or groups of institutions



- Selection of particular communities, i.e., expansion of the single Equitable Representation Tracker into separate trackers for each community.
- Charts of historical trends (for the tracker as a whole or for particular groups)
- Separate charts for each community, at any level and any year
- Option to save charts for further processing
- Option to download data for further analysis

2.2 Technical specifications

- UI/UX responsive design: create a clear, minimalistic and high-responsive design for all devices. Adapt it with the branding elements of the Institute of Public Policy Arbën Xhaferi.
- Frontend development: develop a highly scalable with an intuitive design the defined requirements for the platform. The app should be fast responsive across all browsers and devices and client side-caching should be implemented.
- Database design: implement a robust and modern relational database design, along with any indexing strategies to optimize query performance.
- Backend development: the application should be developed in a microservice architecture for a better performance and easily maintenance in the future.
- Deployment: Load balancing and scaling strategies; high availability; fast data orchestration and visualization; monitoring and alerting of the platform.
- Security and performance optimisation: caching mechanisms for frequently accessed data; load balancing to distribute incoming traffic across servers; asynchronous processing for time-consuming tasks; CDN (Content Delivery Network) for faster content delivery.

3. Timeline

The work will start in September 2023 and products shall be delivered by the end of January 2024.

4. How to apply

Kindly submit a proposal of maximum 5 pages, including annexes, **by Friday the 25th of August 2023**. You can submit your proposal in English to: info@ipp-arbenxhaferi.org

In your proposal kindly include the following information:

- Your approach on implementing this assignment
- Work plan and project timeline
- Visual representations of the Equitable Tracker Representation and its Indexes
- A short description of your organisation and its track record (including contact details and legal representatives)
- Budget