

TERMS OF REFERENCE

Consultancy to design and implement a workshop regarding data protection and cybersecurity for social protection systems

COLOMBIA

[Project Number] TBD

CO-T1777

[Web link to approved document] TBD

Support for the development of the Social Household Registry in Colombia

1. Background and Justification

- 1.1.** The System for the Identification of Potential Beneficiaries of Social Programs (SISBEN) is the main instrument for individual targeting of the Colombian State's social offer since 1995. The purpose of this tool is to optimize the distribution of social spending in an objective, uniform, and clear manner, based on the socioeconomic conditions of the population. The latest version of this tool, the SISBEN IV, uses information on the social and economic conditions of individuals to estimate the household's capacity to generate income and therefore classify households. Among the improvements is the collection of information in the field using mobile capture devices (MCD), which reduces typing errors and allows the georeferencing of dwellings and includes the exchange of information with administrative records for the process of validation and updating of the information reported by households.
- 1.2.** Since 2020, the National Planning Department (DNP) has been working on the development of the Social Household Registry (SHR) through the integration of SISBEN III and SISBEN IV and interoperability with other information sources. This tool seeks to incorporate the socioeconomic information of households and different administrative records to: (i) have updated information to improve the targeting of social spending; (ii) monitor the supply of social programs received by households from national and local governments; (iii) improve the coordination, articulation, and rationalization of social supply; and (iv) monitor households living in poverty and vulnerability.
- 1.3.** Currently, the SHR has more than 55 million records thanks to the integration of 32 databases at the national level and more than 1,800 databases at the local level are in the process of verification. The SHR has information on the identification and characterization of individuals, housing characteristics, health, education, cash transfer programs and productive inclusion, among others.
- 1.4.** In the medium term, the government seeks to continue with the development and implementation of the SHR at the national level. In the next 3 years, the objective is to use this

tool to facilitate the processes of consultation and updating of information for citizens and to strengthen the processes of family accompaniment. Likewise, based on the SHR, the government aims to create a Single Window of services that allows the articulation between different social programs and aid schemes for citizens with the objective of guaranteeing the access of the poor and vulnerable population to the social offer.

- 1.5.** Likewise, the SHR will be used for the development of the Universal Income Registry. In this way, it seeks to identify household income, minimizing the use of surveys, and to identify the blind spots of social programs. Finally, using geographic information, this tool can be used to facilitate the targeting and identification of blind spots in social programs as well as to facilitate the response to climate shocks.
- 1.6.** Korea, through the Social Security Information Service (SSIS), provided technical support to the Government of Colombia for the strengthening of the information and targeting systems of the Department of Social Prosperity. Particularly, between 2020 and 2022, knowledge exchange sessions and a face-to-face visit were held, which resulted in a proposed roadmap for the development of the social protection system in Colombia. The objectives of this roadmap include different processes to build a social protection system that adapts to the needs of the most vulnerable households. This requires technological developments to obtain high quality data and information, the strengthening of the governance system, the promotion of research on social protection and welfare issues. In addition, thanks to the work between the two countries, other important areas of joint work were identified, such as: (i) cybersecurity and personal data protection; (ii) identification of blind spots for social programs; and (iii) training of human talent.
- 1.7.** SSIS was designed to support integrated social welfare management. Established in 2008, SSIS aims to resolve troubles and inconveniences experienced by people when requesting welfare benefits that are managed by different government agencies and institutions. It shares an integrated welfare database, data on qualifications and receipt history of welfare recipients among government agencies. As a result, SSIS makes a one-stop-service possible while supporting an accurate and efficient work process. Before adopting SSIS, the Korean government faced challenges to operate an efficient welfare system among local government, customers, and central government. Both local and central government faced the inefficient implementation of welfare services, while customers received provider-centered services. Through the adoption of the new system providing customer-centered and integrated welfare services became possible while increasing efficiency in the governments. The SSIS operates eight information systems: (i) finding and supporting welfare target; (ii) strengthening welfare financial management; (iii) supporting healthcare services; (iv) operating an electronic voucher for social and child care services; (v) operating health and welfare portal; (vi) providing policy research and statistics; (vii) case management counseling and education; and (viii) protecting information security and privacy.

- 1.8. The SSIS provides a valuable example in terms of the designing and operating of information systems, which DNP needs especially. SSIS will provide a key example to DNP as the SSIS created portals as tools and built efficient and interoperable systems that contribute to the Korean social policy goals and the welfare of Korean citizens. Overall, SSIS will be able to share their knowledge with DNP to create a better system and more efficient usage of their information in Colombia.

2. Objectives

- 2.1. The overall objective of the consultancy is to strengthen the knowledge and skills of DNP personnel in data protection and cybersecurity to ensure the secure and ethical management of information systems. The specific objectives include:
 - Enhancing understanding of international and national regulations on data protection and cybersecurity.
 - Building capacity to identify, prevent, and mitigate cybersecurity threats and vulnerabilities.
 - Promoting best practices for data management, privacy, and ethical use in social protection systems.
 - Providing practical tools and techniques for implementing secure data governance frameworks.

3. Key Activities

- 3.1. Engage with DNP personnel to identify key knowledge gaps and training needs.
- 3.2. Review existing data protection and cybersecurity practices within the DNP.
- 3.3. Develop tailored training modules, presentations, and practical exercises.
- 3.4. Ensure alignment with Colombian laws and international standards on data protection and cybersecurity
- 3.5. Cover topics including but not limited to:
 - Data protection regulations and compliance.
 - Cybersecurity threats, risks, and incident response.
 - Ethical data use in social protection systems.
 - Secure data storage and sharing practices.
- 3.6. Organize and deliver at least three workshops (virtual or in-person) for DNP personnel.
- 3.7. Use interactive methodologies, including case studies, simulations, and group activities.
- 3.8. Provide real-time technical assistance and address participants' queries.

4. Expected Outcome and Deliverables

- 4.1. Detailed work plan and methodology.
- 4.2. Comprehensive set of workshop materials (presentations, manuals, case studies).
- 4.3. Documentation of workshop activities, including attendance records and photographic evidence.

4.4. Final report including: Summary of activities, outcomes, and recommendations.

5. Project Schedule and Milestones

5.1. Detailed work plan and methodology – Week 2

5.2. Comprehensive set of workshop materials (presentations, manuals, case studies) – Week 6

5.3. Documentation of workshop activities, including attendance records and photographic evidence – Week 10

5.4. Final report including: Summary of activities, outcomes, and recommendations – Week 12

6. Reporting Requirements

6.1. The reports must be written in English and include the scope of the milestone or product developed, the description of the activities carried out, the methodology used, the achievements obtained, as well as a description of the recommendations made regarding the project.

7. Required Qualifications

7.1. Proven expertise in data protection, cybersecurity, and digital security for government and social protection systems. The firm must also have proven 3xperience designing and delivering training workshops for public sector institutions. Additionally, knowledge of Colombian and international data protection regulations is required.

7.2. The firm and its team members must demonstrate:

- Strong knowledge of risk management frameworks and cybersecurity best practices.
- Expertise in designing and implementing capacity-building programs.
- Ability to provide practical case studies relevant to social protection systems.
- Strong facilitation and communication skills, ensuring interactive and engaging sessions.
- Familiarity with emerging cybersecurity threats and mitigation strategies.
- Understanding of regulatory compliance and ethical considerations in data management.

8. 6.3 Experience Requirements

9. At least **5 years** of experience in providing cybersecurity and data protection consulting services to government entities.

10. Experience conducting training or workshops for public officials, particularly in the social protection sector.

11. Proven track record of conducting risk assessments and designing security frameworks for social protection or public sector systems.

12. Previous work experience with international organizations, government agencies, or large-scale social programs is an advantage.

13. Acceptance Criteria

13.1. All reports must be in English and sent in an electronic file, as required by the IDB, with evidence of progress in the activities defined in the work plan approved at the beginning of the

project.

14. Supervision and Reporting

14.1. The supervision of reports and products will be carried out through a technical team from the National Planning Department and by the Bank's technical team who will approve the products delivered by the firm.

15. Schedule of Payments

15.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

15.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
P1: Detailed work plan and methodology	30%
P2: Comprehensive set of workshop materials	40%
P3: Documentation of workshop activities	20%
P4: Final report	10%
TOTAL	100%

TERMS OF REFERENCE

Consulting for the Design and Implementation of Workshops and Training Sessions on Social Service Referral Systems and Identification of Poverty and Social Program Blind Spots

COLOMBIA

[Project Number] TBD

CO-T1777

[Web link to approved document] TBD

Support for the development of the Social Household Registry in Colombia

1. Background and Justification

- 1.1.** The System for the Identification of Potential Beneficiaries of Social Programs (SISBEN) is the main instrument for individual targeting of the Colombian State's social offer since 1995. The purpose of this tool is to optimize the distribution of social spending in an objective, uniform, and clear manner, based on the socioeconomic conditions of the population. The latest version of this tool, the SISBEN IV, uses information on the social and economic conditions of individuals to estimate the household's capacity to generate income and therefore classify households. Among the improvements is the collection of information in the field using mobile capture devices (MCD), which reduces typing errors and allows the georeferencing of dwellings and includes the exchange of information with administrative records for the process of validation and updating of the information reported by households.
- 1.2.** Since 2020, the National Planning Department (DNP) has been working on the development of the Social Household Registry (SHR) through the integration of SISBEN III and SISBEN IV and interoperability with other information sources. This tool seeks to incorporate the socioeconomic information of households and different administrative records to: (i) have updated information to improve the targeting of social spending; (ii) monitor the supply of social programs received by households from national and local governments; (iii) improve the coordination, articulation, and rationalization of social supply; and (iv) monitor households living in poverty and vulnerability.
- 1.3.** Currently, the SHR has more than 55 million records thanks to the integration of 32 databases at the national level and more than 1,800 databases at the local level are in the process of verification. The SHR has information on the identification and characterization of individuals, housing characteristics, health, education, cash transfer programs and productive inclusion, among others.
- 1.4.** In the medium term, the government seeks to continue with the development and implementation of the SHR at the national level. In the next 3 years, the objective is to use this

tool to facilitate the processes of consultation and updating of information for citizens and to strengthen the processes of family accompaniment. Likewise, based on the SHR, the government aims to create a Single Window of services that allows the articulation between different social programs and aid schemes for citizens with the objective of guaranteeing the access of the poor and vulnerable population to the social offer.

- 1.5.** Likewise, the SHR will be used for the development of the Universal Income Registry. In this way, it seeks to identify household income, minimizing the use of surveys, and to identify the blind spots of social programs. Finally, using geographic information, this tool can be used to facilitate the targeting and identification of blind spots in social programs as well as to facilitate the response to climate shocks.
- 1.6.** Korea, through the Social Security Information Service (SSIS), provided technical support to the Government of Colombia for the strengthening of the information and targeting systems of the Department of Social Prosperity. Particularly, between 2020 and 2022, knowledge exchange sessions and a face-to-face visit were held, which resulted in a proposed roadmap for the development of the social protection system in Colombia. The objectives of this roadmap include different processes to build a social protection system that adapts to the needs of the most vulnerable households. This requires technological developments to obtain high quality data and information, the strengthening of the governance system, the promotion of research on social protection and welfare issues. In addition, thanks to the work between the two countries, other important areas of joint work were identified, such as: (i) cybersecurity and personal data protection; (ii) identification of blind spots for social programs; and (iii) training of human talent.
- 1.7.** SSIS was designed to support integrated social welfare management. Established in 2008, SSIS aims to resolve troubles and inconveniences experienced by people when requesting welfare benefits that are managed by different government agencies and institutions. It shares an integrated welfare database, data on qualifications and receipt history of welfare recipients among government agencies. As a result, SSIS makes a one-stop-service possible while supporting an accurate and efficient work process. Before adopting SSIS, the Korean government faced challenges to operate an efficient welfare system among local government, customers, and central government. Both local and central government faced the inefficient implementation of welfare services, while customers received provider-centered services. Through the adoption of the new system providing customer-centered and integrated welfare services became possible while increasing efficiency in the governments. The SSIS operates eight information systems: (i) finding and supporting welfare target; (ii) strengthening welfare financial management; (iii) supporting healthcare services; (iv) operating an electronic voucher for social and child care services; (v) operating health and welfare portal; (vi) providing policy research and statistics; (vii) case management counseling and education; and (viii) protecting information security and privacy.

1.8. The SSIS provides a valuable example in terms of the designing and operating of information systems, which DNP needs especially. SSIS will provide a key example to DNP as the SSIS created portals as tools and built efficient and interoperable systems that contribute to the Korean social policy goals and the welfare of Korean citizens. Overall, SSIS will be able to share their knowledge with DNP to create a better system and more efficient usage of their information in Colombia.

2. **Objectives**

2.1. The objective of this consultancy is to design and deliver workshops and training sessions aimed at:

- Enhancing the understanding of Colombia's social service referral system.
- Identifying and addressing blind spots in poverty alleviation and social programs.
- Strengthening the capacity of DNP personnel to analyze, evaluate, and propose improvements to current systems and programs.

3. **Key Activities**

- 3.1. Hold understanding and preparation meetings with the technical team of the National Planning Department
- 3.2. Conduct a rapid assessment to identify the specific training needs of DNP personnel related to the referral system and program gaps.
- 3.3. Develop a training plan based on findings.
- 3.4. Design a series of workshops and training sessions, incorporating best practices and case studies from similar contexts.
- 3.5. Develop training materials, including manuals, presentations, and interactive tools
- 3.6. Organize and deliver at least one (1) workshops for DNP personnel and personal for local at the national and regional levels.
- 3.7. Prepare a comprehensive report summarizing the activities, findings, and recommendations for further capacity-building initiatives.

4. **Expected Outcome and Deliverables**

- 4.1. Product 1: Detailed methodology and work plan; Results of the training needs assessment.
- 4.2. Product 2: Customized manuals, case studies, and presentations for the workshops.
- 4.3. Product 3: Attendance sheets and feedback forms for each session.
- 4.4. Product 4: Final report including: Summary of activities, outcomes, and recommendations

5. **Project Schedule and Milestones**

- 5.1. Product 1: 1st month
- 5.2. Product 2: 2nd - 4th month
- 5.3. Product 3: 5th month
- 5.4. Product 4: 6th month

6. **Reporting Requirements**

6.1. The reports must be written in English and include the scope of the milestone or product developed, the description of the activities carried out, the methodology used, the achievements obtained, as well as a description of the recommendations made regarding the project.

7. Required Qualifications

7.1. The firm must meet the following criteria:

- Proven experience in designing and delivering capacity-building programs for public sector entities.
- Expertise in social service systems, poverty alleviation programs, and policy analysis.
- Familiarity with Colombia's social protection framework.
- Demonstrated ability to use participatory and interactive training methodologies.
- Experience working with national or regional government agencies in Latin America.

7.2. The consulting firm and its key personnel must have:

- A team with at least one senior expert with a Master's or PhD in Economics, Public Policy, Social Sciences, or a related field.
- At least five (5) years of experience in social protection systems, program evaluation, and policy analysis.
- Strong expertise in designing and delivering training for government officials.
- Demonstrated capacity in conducting research, data analysis, and policy recommendations.
- Experience in using digital tools and platforms for training and capacity-building.
- Strong written and verbal communication skills in Spanish.
- Knowledge of international best practices in social protection and poverty alleviation.

8. Acceptance Criteria

8.1. All reports must be in English and sent in an electronic file, as required by the IDB, with evidence of progress in the activities defined in the work plan approved at the beginning of the project.

9. Supervision and Reporting

9.1. The supervision of reports and products will be carried out through a technical team from the National Planning Department and by the Bank's technical team who will approve the products delivered by the firm.

10. Schedule of Payments

10.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

10.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions

of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
Product 1	30%
Product 2	30%
Product 3	20%
Product 4	20%
TOTAL	100%

Draft

Selection process #TBD

TERMS OF REFERENCE

Consulting Firm for the Design of the Platform and Digital Services for the Single Window for Social Services

COLOMBIA

[Project Number] TBD

CO-T1777

[Web link to approved document] TBD

Support for the development of the Social Household Registry in Colombia

1. Background and Justification

- 1.1.** The System for the Identification of Potential Beneficiaries of Social Programs (SISBEN) is the main instrument for individual targeting of the Colombian State's social offer since 1995. The purpose of this tool is to optimize the distribution of social spending in an objective, uniform, and clear manner, based on the socioeconomic conditions of the population. The latest version of this tool, the SISBEN IV, uses information on the social and economic conditions of individuals to estimate the household's capacity to generate income and therefore classify households. Among the improvements is the collection of information in the field using mobile capture devices (MCD), which reduces typing errors and allows the georeferencing of dwellings and includes the exchange of information with administrative records for the process of validation and updating of the information reported by households.
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- 1.4.** In the medium term, the government seeks to continue with the development and implementation of the SHR at the national level. In the next 3 years, the objective is to use this tool to facilitate the processes of consultation and updating of information for citizens and to strengthen the processes of family accompaniment. Likewise, based on the SHR, the government aims to create a Single Window of services that allows the articulation between different social programs and aid schemes for citizens with the objective of guaranteeing the access of the poor and vulnerable population to the social offer.

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2. Objectives

- 2.1.** The objective of this consultancy is to design the Single Window platform. This includes delivering comprehensive functionality documents, requirements documentation, development methodologies, and fully operational platforms that meet both functional and non-functional specifications.

3. Key Activities

- 3.1.** Analyze the business processes and user journeys for the SW platform
- 3.2.** Document the functionalities required for each platform, including integration capabilities, user interface design, and core operational features.
- 3.3.** Define the functional requirements for the SW platform, detailing user interactions, workflows, and service integration.
- 3.4.** Specify the non-functional requirements, including performance, security, interoperability, and scalability.
- 3.5.** Conduct stakeholder consultations to validate and finalize the requirements.
- 3.6.** Propose a development methodology tailored to the platforms, emphasizing agile practices, iterative development, and continuous feedback loops.
- 3.7.** Outline the tools, technologies, and frameworks to be used.
- 3.8.** Detail the quality assurance processes, including testing protocols and user acceptance criteria.
- 3.9.** Develop the SW platform in compliance with the approved requirements and methodologies.
- 3.10.** Ensure integration with existing systems, databases, and services as specified.
- 3.11.** Implement user-friendly interfaces that prioritize accessibility and usability.
- 3.12.** Conduct comprehensive testing and validation to ensure performance, security, and functionality.
- 3.13.** Clearly define where the platforms and their modules will be hosted, ensuring alignment with national data security policies.
- 3.14.** Establish ownership and governance structures for the developed digital assets.
- 3.15.** Develop and include terms and conditions, as well as privacy policies, for all digital platforms to comply with relevant regulations.
- 3.16.** Ensure that developers are responsible for drafting and integrating these legal documents into the platforms.

4. Expected Outcome and Deliverables

- 4.1.** Product 1: Workplan
- 4.2.** Product 2: Comprehensive documentation detailing required functionalities for RSH, RUI, and VU platforms.
- 4.3.** Product 3: Functional and non-functional requirements documents validated by stakeholders.
- 4.4.** Product 4: Detailed methodology for the design and implementation of the platforms.
- 4.5.** Product 5: SW platforms design meeting all specified requirements.

- 4.6. Product 6: Legal and Hosting Documents - Terms and conditions, privacy policy, and hosting/ownership details for the platforms.

5. Project Schedule and Milestones

- 5.1. Product 1: 1st and 2nd months
- 5.2. Product 2: 3rd and 4th months
- 5.3. Product 3: 5th and 6th months
- 5.4. Product 4: 7th and 8th months
- 5.5. Product 5: 11th month
- 5.6. Product 6: 12th month

6. Reporting Requirements

- 6.1. The reports must be written in Spanish and include the scope of the milestone or product developed, the description of the activities carried out, the methodology used, the achievements obtained, as well as a description of the recommendations made regarding the project.

7. Required Qualifications

- 7.1. The firm must have proven experience in the design and development of large-scale digital platforms for government or social services. Additionally, expertise in agile development methodologies and user-centered design is desirable.
- 7.2. A multidisciplinary team with skills in software development, systems integration, UX/UI design, and quality assurance is required to develop this consultancy.
- 7.3. Demonstrated knowledge of data security, interoperability standards, and regulatory compliance in Colombia.
- 7.4. The firm must also have At least 10 years of proven experience in software development and digital transformation projects, preferably for government or social service platforms. Other requirements include:
 - Proven track record in developing and implementing secure, interoperable, and scalable digital platforms is required
 - experience in agile methodologies such as Scrum, Kanban, or DevOps for iterative platform development.
 - Technical expertise in programming languages such as Java, Python, or JavaScript and frameworks for web and mobile applications.
 - Knowledge of cloud computing solutions, microservices architecture, and API integrations.
 - Experience in cybersecurity best practices and compliance with national and international data protection regulations.
 - Familiarity with social services and public policy to ensure alignment with national strategies and user needs.

- Ability to work with multidisciplinary teams, including IT specialists, business analysts, and user experience designers.
- Proven experience in training and capacity building to ensure knowledge transfer to stakeholders and government agencies.

8. Acceptance Criteria

8.1. All reports must be in Spanish and sent in an electronic file, as required by the IDB, with evidence of progress in the activities defined in the work plan approved at the beginning of the project.

9. Supervision and Reporting

9.1. The supervision of reports and products will be carried out through a technical team from the National Planning Department and by the Bank's technical team led by the SPL specialist who will approve the products delivered by the firm.

10. Schedule of Payments

10.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

10.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
Product 1	10%
Product 2	20%
Product 3	20%
Product 4	20%
Product 5	30%
TOTAL	100%

Consultant to Design and Implementation of a Dashboard for Analyzing Multidimensional Poverty Trends Using Social Registry Data

Post of Duty: Colombia

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

The National Planning Department (DNP) manages the Social Registry, a critical tool for monitoring social and economic conditions across Colombia. To support evidence-based policymaking, there is a need for a robust and user-friendly dashboard that enables the analysis of multidimensional poverty trends at the local level. This tool will enhance the capacity to identify and address poverty-related challenges, ensuring more targeted and effective interventions. We are looking for a consultant to design and implement a dashboard that facilitates the visualization and analysis of multidimensional poverty trends using data from the Social Registry. The dashboard should be tailored to support local-level decision-making and provide actionable insights for policymakers.

You will work in the Social Protection and Labor Markets division, which is part of the Social Sector. The Social Protection and Labor Markets Division (SPL) is responsible for the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection, including safety nets and social inclusion transfers and services including: early childhood development, youth programs, care services, and others.

What you'll do:

- Engage with stakeholders, including DNP officials, to identify specific analytical and visualization needs.
- Define key indicators and dimensions of multidimensional poverty to be included in the dashboard
- Assess the structure, quality, and availability of the Social Registry data.
- Design data pipelines to ensure seamless integration of Social Registry data into the dashboard.
- Design an intuitive user interface with interactive features (e.g., filtering, mapping, trend analysis).
- Implement data visualization tools to present multidimensional poverty trends effectively.
- Ensure the dashboard is scalable and can accommodate future data updates.
- Conduct testing to ensure functionality, accuracy, and user-friendliness.
- Collect feedback from stakeholders and make necessary adjustments.
- Develop user manuals and training materials.
- Conduct training sessions for DNP staff and other relevant stakeholders.

Deliverables and Payments Timeline:

1. Deliverable 1: Needs assessment report, including a detailed plan for the dashboard.
2. Deliverable 2: Data integration framework and summary report on data quality.
3. Deliverable 3: Prototype of the dashboard for stakeholder feedback.
4. Deliverable 4: Finalized dashboard with user manual and technical documentation.
5. Deliverable 5: Training sessions and materials

Training sessions and materials.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	20%	Month 3

Deliverable 4	30%	Month 5
Deliverable 5	20%	Month 6

What you'll need

- **Education:** Master’s degree (or equivalent advanced degree) in Data Science, Statistics, Economics, or other fields relevant to the responsibilities of the role.
- **Experience:** At least 5 years of experience in data analysis, dashboard development. Proven experience working with poverty measurement and analysis is desirable
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** You are either a citizen of Colombia or a citizen of one of our 48-member countries eligible to obtain a valid residency or legal permit to work in Colombia without the need for sponsorship by the IDB.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum.
- **Length of contract:** 6 months.
- **Work Location:** Remote.

Our culture

At the IDB Group we work so everyone brings their best and authentic selves to work, willing to try new approaches without fear, and where they are accountable and rewarded for their actions.

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Diagnosis of the Current Development of the Social Registry, Single Window for Social Services, and Universal Income Registry

Post of Duty: Colombia

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

The National Planning Department (DNP) plays a critical role in managing Colombia's social protection frameworks, including the Social Registry, the Single Window for Social Services, and the Universal Income Registry. These systems are essential for improving the targeting, coverage, and integration of social programs to enhance their effectiveness and efficiency.

To support the continuous improvement and development of these systems, we are looking for a consultant to develop a diagnosis to assess their current status, identify gaps and challenges, and provide actionable recommendations. This diagnosis will contribute to optimizing their functionality, interoperability, and alignment with best practices in social protection.

You will work in the Social Protection and Labor Markets division, which is part of the Social Sector. The Social Protection and Labor Markets Division (SPL) is responsible for the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection, including safety nets and social inclusion transfers and services including: early childhood development, youth programs, care services, and others.

What you'll do:

(main accountabilities that contribute to the team's objectives - don't go into the details)

- Analyze relevant policies, regulations, and operational documents related to the Social Registry, Single Window, and Universal Income Registry.
- Conduct interviews with key stakeholders, including representatives from the DNP, local governments, social program managers, and end-user
- Evaluate the current state of the Social Registry, focusing on data quality, coverage, and functionality.
- Assess the design of the Single Window for social services, including its user interface, accessibility, and integration with other systems.
- Review the Universal Income Registry, analyzing its data architecture, completeness, and capacity to support income-targeting mechanisms
- Identify gaps in governance, data management, technological infrastructure, and user engagement.
- Highlight potential risks and challenges hindering the effective use of these systems.
- Provide actionable recommendations to address identified gaps and improve the design, operation, and integration of these systems.

Deliverables and Payments Timeline:

1. Deliverable 1: Detailed work plan including methodology, timeline, and key milestones.
2. Deliverable 2: Comprehensive report detailing findings from the document review, stakeholder consultations, and system analysis.
3. Deliverable 3: A report outlining actionable recommendations to strengthen the systems, including proposed strategies and roadmaps for implementation.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	20%	Week 2
Deliverable 2	40%	Week 8
Deliverable 3	40%	Week 12

What you'll need

- **Education:** Master's degree (or equivalent advanced degree) in Public Policy, Economics, Social Sciences, Information Systems, or a related field, or other fields relevant to the responsibilities of the role.
- **Experience:** At least Minimum of 7 years of experience in social protection, data systems, or public administration. Proven experience in conducting diagnostics and evaluations of large-scale information systems or social protection tools and proficiency in data analysis.
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- **Citizenship:** You are either a citizen of Colombia or a citizen of one of our 48-member countries eligible to obtain a valid residency or legal permit to work in Colombia without the need for sponsorship by the IDB.
- **Consanguinity:** You have no family members (up to the fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB, IDB Invest, or IDB Lab.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum.
- **Length of contract:** 3 months.
- **Work Location:** On site.

Our culture

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Consultant to Design the Strategy for the Use and Exploitation of Data and Information

Post of Duty: Colombia

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

Efficient use and exploitation of data and information are crucial for driving evidence-based decision-making and achieving organizational goals. This consultancy aims to develop a comprehensive strategy to maximize the value of data assets, enabling better insights, innovation, and operational efficiency. We are looking for a consultant that will support the National Planning Department (DNP) To design a strategy that outlines the framework, processes, and tools required to enhance the use and exploitation of data and information within the organization. The strategy should align with best practices in data governance, analytics, and digital transformation.

You will work in the Social Protection and Labor Markets division, which is part of the Social Sector. The Social Protection and Labor Markets Division (SPL) is responsible for the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection, including safety nets and social inclusion transfers and services including: early childhood development, youth programs, care services, and others.

What you'll do:

- Conduct a thorough assessment of the current data and information management practices within the DNP.
- Identify gaps, challenges, and opportunities in data governance, infrastructure, and utilization
- Review and analyze international and national best practices for data management and exploitation in similar public institutions.
- Conduct interviews and workshops with key stakeholders within the DNP to understand their needs and expectations regarding data and information use.
- Develop a strategic framework for the use and exploitation of data and information, including:
 - Vision, mission, and objectives.
 - Data governance policies and protocols.
 - Priorities for technological and infrastructural upgrades.
 - Capacity-building initiatives for staff.
- Define an action plan with specific activities, timelines, and responsibilities, aligned with DNP's institutional goals and resources.

Deliverables and Payments Timeline:

1. Deliverable 1: Detailed Workplan and methodology for the consultancy
2. Deliverable 2: Diagnostic report that includes findings from initial assessment
3. Deliverable 3: Benchmarking report with best practices from other similar institutions
4. Deliverable 4: First draft of the strategy
5. Deliverable 5: Final draft of the strategy including feedback from DNP staff and a final presentation with key findings.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	10%	Month 1
Deliverable 2	20%	Month 2
Deliverable 3	20%	Month 3
Deliverable 4	20%	Month 5
Deliverable 5	30%	Month 6

What you'll need

- **Education:** Master's degree in Data Science, Public Policy, Information Systems, Economics, or related fields., or other fields relevant to the responsibilities of the role.
- **Experience:** At least 7 years of professional experience in data management, analytics, or information systems, preferably in public institutions. Proven experience in designing strategies or frameworks for data use and governance.
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

- Learn continuously.
- Collaborate and share knowledge.
- Focus on clients.
- Communicate and influence.
- Innovate and try new things.

Requirements:

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Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum.
- **Length of contract:** 6 months.
- **Work Location:** On site.

Our culture

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Consultant to Support for the Design of Pilots for the Implementation of the Single Window for Social Services in Colombia

Post of Duty: Colombia

The IDB Group is a community of diverse, versatile, and passionate people who come together on a journey to improve lives in Latin America and the Caribbean. Our people find purpose and do what they love in an inclusive, collaborative, agile, and rewarding environment.

About this position

The Government of Colombia, in collaboration with the Inter-American Development Bank (IDB), is working to strengthen social protection systems to improve the efficiency and accessibility of social services for vulnerable populations. As part of these efforts, the Single Window for Social Services (Ventanilla Única de Servicios Sociales) initiative aims to provide an integrated platform where citizens can access various social programs and services efficiently.

To advance this initiative, pilot projects will be designed and implemented in selected municipalities to test the integration of services, the technological infrastructure, and the user experience. The pilots will serve as models for future scaling at the national level. We are looking for a consultant to support the design of pilot projects for the implementation of the Single Window for Social Services in selected municipalities, ensuring the integration of existing social programs, alignment with national policies, and responsiveness to the needs of local populations.

You will work in the Social Protection and Labor Markets division, which is part of the Social Sector. The Social Protection and Labor Markets Division (SPL) is responsible for the preparation and supervision of IDB operations in borrowing member countries in the areas of social protection, including safety nets and social inclusion transfers and services including: early childhood development, youth programs, care services, and others.

What you'll do:

- Conduct a diagnostic assessment of existing social services and their delivery mechanisms in selected municipalities.
- Identify gaps, challenges, and opportunities for integrating services into a Single Window model.
- Gather input on local needs, expectations, and potential barriers to implementation.
- Facilitate consultations and workshops with relevant stakeholders, including municipal governments, social program administrators, and community representatives.
- Support the development of workflows and protocols for service delivery through the Single Window.
- Support the development of roadmaps for implementing the pilot projects, including timelines, resource requirements, and risk mitigation strategies.
- Provide technical guidance to municipal governments during the preparation phase of the pilots.

Deliverables and Payments Timeline:

- Deliverable 1: Diagnostic report on the current state of social service delivery in selected municipalities.
- Deliverable 2: Stakeholder engagement summary, including key findings from consultations and workshops.
- Deliverable 3: Pilot project design document, detailing operational workflows, protocols, and performance indicators.
- Deliverable 4: Implementation roadmap, including timelines, resource needs, and risk mitigation measures.

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable 1	25%	Month 1

Deliverable 2	25%	Month 2
Deliverable 3	25%	Month 4
Deliverable 4	25%	Month 6

What you'll need

- **Education:** Master’s degree (or equivalent advanced degree) in public policy, social sciences, economics, or a related field, or other fields relevant to the responsibilities of the role.
- **Experience:** At least 5 years of experience in social protection, public service delivery, or related fields. Proven experience designing and implementing pilot projects, preferably in social service integration. Knowledge of Colombia’s social protection policies and programs is required
- **Languages:** Proficiency in Spanish and English, spoken and written, is required. Additional knowledge of French and Portuguese is preferable.

Key skills:

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