Request for written proposal

Reference: Online regional youth training program “Towards a cohesive society: youth combating stigma and discrimination amid COVID-19”

Date: 7 May 2020

Request to submit a written proposal for a work assignment with UNESCO

UNESCO is inviting written proposals from Individual Consultants for the work assignment described in attachment A.

To enable you to prepare a proposal for this assignment, please find attached the following documents:

(a) Terms of Reference (see attachment A);

(b) UNESCO’s contract for Individual Consultants, the contracting modality used for these assignments (attachment B);

(c) Background material concerning the work assignment (attachment C)

Your written proposal should comprise (see ToR for further details):

(a) A Technical Proposal consisting of

- an up to date curriculum vitae, and

- an approach and methodology for the assignment, a workplan and comments on the Terms of Reference if any (in brief).

(b) The amount to be charged for the assignment, which should be quoted in US dollars.

Your proposal and any supporting documents must be in either English or Arabic.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the proposals for the assignment, attention will focus first and foremost on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organisation best value for money.
Your proposal should be submitted by e-mail no later than close of business (17:00) on 25 May 2020. E-mail proposals should not exceed 5MB.

The e-mail address is:

cairo@unesco.org and a.el-sheikh@unesco.org
with copy to
h.nosseir@unesco.org

It is the individual’s responsibility to ensure that his/her proposal is received by the deadline.

Thank you for your interest in this UNESCO assignment; and we look forward to receiving your proposal.
I. Introduction

Every crisis creates fear, anxiety, and uncertainty, which fuel stigma and discrimination. The global coronavirus (COVID-19) pandemic is no exception. As the disease continues to affect countries around the world, it has uncovered social fractures within communities. For instance, Chinese and those of Asian descent have been subject to racial discrimination and xenophobia, health workers and those who contracted COVID-19 have been facing social stigmatization and discrimination around the world. Poor communities were accused of not abiding by social distancing and other safety measures. Stories were reported in the media about people who crowded to prevent the burial of coronavirus victims over fears that the body could spread the virus, and needless to mention how people were shaming those who wear facemasks in the streets. Moreover, measures to fight the pandemic have in some cases been discriminatory, disadvantaging certain social groups in different ways (most notably women). The effects of multiple forms of discrimination (such as racism, sexism, and classism) have combined, overlapped, and intersected in several ways depending on country contexts.

Viruses do not discriminate based on gender, race or ethnicity; they can make anyone sick across borders. However, people stigmatize and discriminate. “To be honest, (stigma) is more dangerous than the virus itself. [...] Stigma is the most dangerous enemy” Said Dr. Tedros Adhanom, WHO Director General. Health protection relies not only on a well-functioning health system with universal coverage, but also on social inclusion, justice, and solidarity. As the WHO clarified, “stigmatisation could contribute to more severe health problems, ongoing transmission, and difficulties controlling infectious diseases during an epidemic.” The fear of being discriminated against drives people to hide their illness and as a result do not seek healthcare.

To address this challenge, UNESCO is organizing an online training program on “Towards a cohesive society: youth combating stigma and discrimination amid COVID-19”. The ultimate goal is to empower the young participants to become agents of change and stop discriminatory acts in their societies.

II. Purpose and scope of the assignment

The e-training program aims to shed light on the growing spread of social stigma, discrimination and xenophobia, and raise awareness about its consequences, taking COVID-19 as an example social phenomenon. It also aims to develop the capacity of young Arab women and men to understand the causes and consequences of stigma and discrimination, and eventually learn how to combat discriminatory responses constructively.

Objectives of the e-training:
- Develop an in-depth understanding among Arab youth about the causes of discrimination and stigma, and their harmful effects at the individual and societal levels;
• Draw attention and visibility to, and understand how and why discrimination is being spread in various forms in the media and in public space, with special focus on the discrimination resulting from the Covid-19 pandemic;
• Empower young persons to become proactive agents of change and produce ideas to stop discrimination in their communities; and
• Speak out against negative behaviours in all its forms in the media, public space and sport, including negative statements on social media about groups of people, shared images/status that reinforce stereotypes.

Target group:
• Two groups of 50 participants each from the Arab countries; 1) students from UNESCO associated schools (aged 15-18); and 2) youth aged 19 - 30 years old who are interested in being change-makers in their societies. UNESCO will be responsible for the selection of the participants.

Expected output:
• At least one joint visibility material developed by the participants as a concrete output of the training, e.g. compiled list of youth pledges condemning discrimination and proposing list of actions, joint short video, etc.; and
• Each participant/sub-group develops a project idea promoting social cohesion and solidarity. Ideas may include illustrations, articles, comics, poems, Mobile Apps, and short videos against stigma and discrimination.

IT platform:
The variety of online learning platforms with different levels of complexity (e.g. Google classroom, Moodle, open edx, etc.). The consultant shall study and include in his/her proposal the most efficient and economical one or more platforms, to be agreed with UNESCO. The proposed platform must allow the achievement of the following:
• Learning content management: creation, storage, access to resources;
• Interaction: curriculum mapping and planning, lesson planning, personalized learning paths;
• Learner engagement and management: videos, live forums, messaging system, blogs, group discussions, attendance monitor; and
• Feedback and assessment: progress tracking, mentoring slots.

III. Main tasks

Within the above context, the Consultant will undertake the tasks outlined below, in close consultation with UNESCO Cairo Office.

A. Develop and deploy the e-training modules

The training is expected to include a set of micro-learning modules addressing knowledge, skills, and action. Modules may tackle, for example, origin of discrimination, definition and consequences of social stigma, xenophobia, stereotyping and inequalities (knowledge), building competences of acceptance, tolerance and spreading peace (skills), and designing community action projects to promote social inclusion in participants’ societies (action). The modules may use a variety of media (texts, presentations, videos, audios, etc) and should include assignments and quizzes to assess student learning.

The training is expected to follow a blended learning format. Beside the self-paced micro-learning modules, the consultant shall facilitate live discussions with the participants to ensure common level of understanding on the delivered content and achieving learning objectives of each module. S/he shall integrate innovative tricks to guarantee participants’ commitment and full attendance,
for example, bringing popular figures to one of the live discussions or send special recorded messages to them, use interactive games in content delivery, etc. Training shall be conducted in a simple, easy-to-grasp Arabic language appealing to different Arab nationalities.

The e-training shall be concluded by a call for action emphasizing on the individual and societal responsibility to stop discrimination in his/her surrounding community. The consultant shall work on two levels of actions; 1) one joint action developed and implemented by the participants as a group, and 2) individual action; where the consultant shall ask each participant (or group of participants) to think about and design a project idea that contributes to addressing discrimination and prejudice in their societies (see above section of expected output).

Main deliverables:

- Call for application for interested participants to join the program with clear set of criteria, in consultation with UNESCO. The application must include a clear and attractive summary of what participants will expect from the training.
- Proposed training plan including identified training topics, mode of delivery of each learning part (recorded videos, live interaction, etc.), timeframe and program agenda, to be approved by UNESCO. The plan should highlight contingency measures for possible challenges like poor connectivity, weak commitment, etc.
- Develop and compile the content of the e-training including text, videos, games, quizzes, online resources, etc. The consultant shall make use of UNESCO published material to the extent possible, complementing as needed with material that he/she will develop, as well as freely available, open-source content. All material must be in Arabic.
- Deploy the content on the agreed online platform so as to have a ready-to-use e-training program.

**B. Delivery of e-training program**

The training is to be delivered remotely, using electronic means. In addition to providing technical knowledge to the participants, the training should provide participants with guidance, advice and technical expertise to support and stimulate discussions among the participants, ask probing questions, and ensure the production of concrete output. In order to guarantee engagement and commitment of participants, training shall include motivational elements, such as, testimonies/encouraging message by celebrities, Self-shot video messages from youth activists, games and quizzes, movie discussion.

Main deliverables:

- Delivery of training program
- Report of training program, including assessment of student performance, main outputs and participants’ feedback on the course.

**IV. Key deliverables and timetable of delivery**

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<tr>
<th>No.</th>
<th>Deliverable</th>
<th>Approximate due date</th>
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<tbody>
<tr>
<td>a</td>
<td>Detailed plan for the training and text of call for application including required criteria to identify participants</td>
<td>Second week of June 2020</td>
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<tr>
<td>b</td>
<td>Compiled set of the e-training program content, submitted for UNESCO feedback</td>
<td>Third week of June 2020</td>
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V. **Fees and payment schedule**

The fees budgeted for this assignment will be paid in two instalments as follows:

- 1st instalment of 40% upon the submission of deliverables (a), (b) and (c).
- 2nd instalment of 60% upon the submission of deliverables (d) and (e).

VI. **Consultant qualifications**

- Education: Bachelor degree in social sciences or related field.
- Experience: At least 7 years of professional experience in the field of training and facilitation, with relevance to youth engagements, social cohesion, and technology issues.
- Skills: Has high analytical skills, ability to synthesize fragmented information or complex contents, training and facilitation skills, technology familiarity.
- Language: Knowledge of both Arabic and English is required. French is an asset.

VII. **Supervisory arrangements**

The Consultant will undertake this assignment under the overall supervision of the Director of the UNESCO Cairo Office and in full coordination with the Programme Specialist, Social and Human Sciences at the said Office.

VIII. **Proposal submission**

Submitted proposals should include, but not limited to, the following:

- Consultant profile: CV of the consultant, highlighting relevant youth training experience including previous professional experience in conducting online training.

- Substantive content of the training for the two participant groups
  - Syllabus, namely the topics to be covered in the micro-learning modules for each of the two target groups
  - Tentative agenda of the e-training for each target group. It is proposed that the training for the students (15-18 years old) be undertaken over a 1-week period, whereas the training for the youth (19-30 years old) to be undertaken over 2-4 weeks. This is not binding, and the consultant can propose up to 2 scenarios with different lengths of the training, specifying for each scenario the actual duration (number of hours) of the live sessions and the expected self-learning duration from the participants.

- Training approach/ methodology for the two participant groups
  - Learning approach and training methodology for each of the two target groups
  - Means that will be used to keep the students engaged and follow-up on/assess their learning
  - Concrete output that the consultant will encourage the students to work collectively on.
- If applicable, the participation and roles of co-trainer(s). CVs of co-trainers must be submitted.

- Proposal regarding the online infrastructure
  o Brief note explaining the proposed choice of online learning platform based on a study of the available host platforms to the training, pros and cons of each and preference of the consultant
  o Expected cost in terms of subscription fees or hiring a consultant/company to setup the online structure (if applicable, open/free platforms preferred)

- Budget as per below breakdown:
  o Setup of the online platform (if applicable)
  o Design and development of e-training module content, including media production, e.g. recording videos, production of games/ quizzes (Daily rate and working days expected)
  o Delivery of training for each target group (Daily rate and working days of the trainers)
  o Report writing (Daily rate and working days expected)

**Budget template**

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<tr>
<th>Description of Activity/Item</th>
<th>Rate per Day [USD]</th>
<th>No of man-days</th>
<th>Total [USD]</th>
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**Deadline for submission of proposal:** 25 May 2020

Proposals should be sent via email to cairo@unesco.org and a.el-sheikh@unesco.org with copy to Ms. Heba Nosseir (h.nosseir@unesco.org) by C.O.B 21 May 2020 mentioning in the subject line: **Online regional youth training program “Towards a cohesive society: youth combating stigma and discrimination amid COVID-19”**.

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1 Note: In the case of the delivery of the training program by a team of trainer/co-trainer(s), each team member will be contracted separately by UNESCO.
Contract for Individual Consultants

CONTRACT FOR INDIVIDUAL CONSULTANTS

THE UNITED NATIONS And
EDUCATIONAL,
SCIENTIFIC AND CULTURAL
ORGANIZATION

(hereinafter called ‘UNESCO’) (hereinafter called ‘The Individual Specialist’)

7, place de Fontenoy, 75352 Paris 07
SP France

Vendor Number:

Hereby agree as follows:

TERMS OF REFERENCE

1. Under the supervision of the Individual Specialist shall:

DURATION OF CONTRACT

2. If the contract is not signed by the Individual Specialist and returned to UNESCO by [a] at the latest, it will be considered null and void. This date is subject to modification upon agreement of both parties.

3. This contract shall come into effect on [dd/mm/yyyy], and shall expire on satisfactory completion and delivery of the services described above, but no later than [dd/mm/yyyy], unless terminated earlier under the terms of this contract.

4. If, by the expiry date of the contract as defined in Article 3 above, the Individual Specialist has performed no part of the work assignment, and no advances have been paid by UNESCO, the contract shall be considered null and void.

5. After the expiration of the contract, the Individual Specialist cannot claim payment for any work not delivered on time, as stipulated in article 6.3 below.

CONDITIONS OF PAYMENTS

6. Payments and Currency
6.1. UNESCO shall make payments to the Individual Specialist on a lump sum basis.

6.2. The contract shall be drawn up and all payments made in United States Dollars, Euros or currencies in which UNESCO holds a bank account. Only one currency can be used in any one contract. Where necessary, the United Nations’ operational rate of exchange on the date a contract is signed should be used to convert amounts into another currency, but no adjustments will be made for exchange rate variations during the contract period, either to the overall amount or a staggered payment.

6.3. UNESCO shall make the following payments to the Individual Specialist for the services to be provided under the terms of this contract:

<table>
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<tr>
<th>Payment</th>
<th>Upon submission and approval by UNESCO of the following:</th>
<th>Reference Article 1</th>
<th>Latest date for submission</th>
<th>Amount</th>
<th>Currency</th>
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6.4. The final payment, or each payment in the case of staggered payments, shall be made only after receipt and approval as satisfactory by UNESCO of any deliverable that the Individual Specialist is required to submit for payment under the terms of this contract.

6.5. All payments (see article 6.3 below) shall be effected by bank transfer. UNESCO shall be responsible for its own banking fees but any possible intermediary banking fees, as well as the beneficiary’s own banking fees, shall be the responsibility of the Individual Specialist.

6.6. No payments shall be made to a third party.

7. **Advance Payments**

Except for expenses necessarily incurred by an Individual Specialist in order to prepare for an assignment (e.g. travel or equipment), no advance payment shall be made.

8. **Travel**

If deemed necessary by UNESCO, the Individual Specialist who is required to travel in order to perform the work described in article 1, shall be paid a lump sum of [ ] (state currency, which must be the same as the currency in article 6.3) to cover all travel related expenses, including daily subsistence allowance, tickets for the authorized travel and other related expenses (e.g. visas, vaccinations and terminal expenses), in accordance with UNESCO’s usual travel provisions.

9. **Reimbursement**
9.1. If any of the work corresponding to the instalments in article 6.3 is not completed to UNESCO’s full satisfaction, and/or prior to the expiration of the contract, UNESCO shall have the right to the reimbursement of full or partial payments made, including any advanced payment, to the extent that the services already rendered are either unusable or inadequate in relation to the expenses incurred by UNESCO.

9.2. Any reimbursement shall be returned in the same currency as the payment was made.

10. Banking Instructions

10.1. The Individual Specialist should confirm below mentioned banking instructions for any payments arising from the present contract:

   Name of the Bank:

   Address of Bank:

   Name of the Account Holder:

   Number of Account:

   IBAN Number:

   SWIFT Address:

10.2. Only one banking instruction is allowed in any one contract.

UNESCO TERMS AND CONDITIONS

11. This contract is subject to General Terms and Conditions as attached. Each page of these Terms and Conditions should be initialled by the Individual Specialist and UNESCO.

12. The Individual Specialist and UNESCO also agree to be bound by the provisions contained in the following documents, which form the only legally valid contractual arrangement between the parties and which shall take precedence in case of conflict in the following order: (i) the present contract and (ii) the General Terms and Conditions attached hereto.

Signed on behalf of the Director-General of UNESCO:

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<th>Name:</th>
<th>Date:</th>
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<tr>
<td>Title:</td>
<td>Signature:</td>
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</table>

Individual Specialist:

“I acknowledge that I have read and accept the terms and conditions on the following page”.
GENERAL TERMS AND CONDITIONS

Article I. Legal Status

1. Individual Specialist is neither a staff member under the UNESCO Staff Regulations and Staff Rules nor an official under the Convention on the Privileges and Immunities of the Specialized Agencies (21 November 1947). He/she may, however, be given the status of ‘expert on mission’ within the meaning of Annex IV of the said Convention.

2. Any immunities and privileges that may be accorded the Individual Specialist by a government are conferred in the interests of UNESCO. Any such immunities and privileges shall not be invoked to excuse the Individual Specialist from discharging any private obligations or from observing laws and police regulations. Should a question of immunities and privileges arise, the Individual Specialist shall immediately report to the Director-General of UNESCO, who shall decide whether they shall be waived.

Article II. Obligations

1. The Individual Specialist is subject to the authority of the Director-General of UNESCO and is responsible to the Director-General in the performance of his/her work.

2. The Individual Specialist’s responsibilities are exclusively international. By accepting a contract with UNESCO, the Individual Specialist undertakes to carry out the work given to him/her and to regulate his/her conduct with the interest of the Organization only in view.

3. In providing his/her service, the Individual Specialist shall neither seek, nor accept, any instructions from any government or any authority external to the Organization, except as may be authorized by the Director-General of UNESCO.

4. The Individual Specialist shall conduct him/herself at all times in a manner befitting his international status. He/she shall not engage in any activity that is incompatible with the performance of his/her work for UNESCO. He/she shall avoid any action and in particular any kind of public pronouncement that may adversely reflect on his/her status, or on the integrity, independence and impartiality that is required by that status. While he/she is not expected to give up his/her national sentiments, or his/her political and religious convictions, he/she shall at all times bear in mind the reserve and tact incumbent upon him/her by reason of his/her international status.

5. The Individual Specialist shall exercise the utmost discretion in regard to all matters of official business. He/she shall not communicate to any person unpublished information known to him/her by reason of his/her assignment, except by authorization of the Director-General of UNESCO. These obligations remain binding even after the expiry of the contract.
6. If the Individual Specialist, by malice, culpable negligence or failure to observe any applicable rule, involves UNESCO in unnecessary loss, expense or liability, he/she shall be held responsible and may be required to pay compensation.

Article III. Declaration of Compatibility of the Professional Status

1. Family Ties

(i) The Individual Specialist certifies that he/she is not the father, mother, son, daughter, brother or sister of a staff member of UNESCO, of an employee of the ancillary services or of someone who, at the same time, holds a supernumerary contract or contract for individual consultants or other specialists or has a fellowship with UNESCO.

(ii) The Individual Specialist also certifies that, if he/she has a spouse working as a UNESCO staff member, or as an ancillary services employee, the spouse does not work in the same Sector, Bureau or field office in which the Individual Specialist will be working.

2. Multiple Contracts

(i) The Individual Specialist certifies and declares that he/she only holds one contract of any type with UNESCO at any one time. Any failure to respect this condition renders this present contract liable for immediate termination, without notice or indemnity.

(ii) The Individual Specialist certifies and declares that he/she is not a beneficiary of any type of UNESCO Fellowship. Any failure to respect this condition renders this present contract liable for immediate termination, without notice or indemnity.

3. The Individual Specialist certifies and declares that he/she does not have incompatible professional status under UNESCO's provisions governing the contracts for individual consultants and other specialists.2

Article IV. Officials not to Benefit

The Individual Specialist confirms that no official of UNESCO has received from or will be offered by the Individual Specialist any direct or indirect benefit arising from this contract or the award thereof. The Individual Specialist accepts that breach of this provision is a breach of an essential term of this contract which renders this present contract liable for immediate termination, without notice or indemnity.

* In order to avoid the perception of lack of independence or conflict of interest, the individual selected for an assignment must not be:
  - a fellow or a holder of another contract of any type with UNESCO at the same time as the proposed contract;
  - a member of the Executive Board or an Alternate during his/her term of office until at least 18 months have elapsed from the date of cessation of their representational functions;
  - a member of any UNESCO Committee, International Programme Governing Body or National Commission;
  - the External Auditor and members of his or her staff who have participated in the audit of the Organization during the two financial periods (e.g. two biennia) following completion of their mandate;
  - a member of the Oversight Advisory Committee for 5 years following the expiry of his/her term;
  - other officials with oversight responsibilities, including members of the Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), Joint Inspection Unit (JIU) or other similar bodies in the United Nations system, who have had oversight responsibilities over UNESCO, during their service and within 4 years of ceasing that service.
Article V. Taxes

UNESCO will not reimburse any taxes, duties or other contributions for which the Individual Specialist may be liable in respect of any payments made to him/her under the terms of this contract.

Article VI. Use of Name, Emblem or Official Seal of UNESCO

The Individual Specialist shall not in any manner whatsoever advertise, display, appropriate for personal use the name, emblem or official seal of UNESCO, or any abbreviation of the name of UNESCO in connection with his/her business or otherwise.

Article VII. Confidential Nature of Documents and Information

Drawings, photographs, plans, reports, recommendations, estimates, documents and all other data compiled by or received by the Individual Specialist under this contract shall be the property of UNESCO, shall be treated as confidential and shall be delivered only to UNESCO authorized officials on completion of work under this contract.

Article VIII. Title Rights

UNESCO shall be entitled to all property rights, including but not limited to patents, copyrights and trademarks with regard to all material which bears a direct relation, to, or is made in consequence of, the services provided to the Organization by the Individual Specialist.

Article IX. Medical Clearance

The Individual Specialist certifies and declares that he/she: a) is in good health b) has no condition that would prevent him/her from carrying out the work as foreseen by this contract and c) has obtained any necessary inoculations or other medical treatment which may be necessary for him/her to travel to and work in the area(s) foreseen under this contract. The Individual Specialist will be held fully responsible for this certification and declaration. If requested, Individual Specialists may be required to undergo a full medical examination, and be medically cleared by UNESCO’s Chief Medical Officer, prior to taking up their duties.

Article X. Insurance

1. (i) The Individual Specialist shall be insured by UNESCO for work-related accidents, injuries, illnesses or death while performing duties on behalf of the Organization.

   (ii) The insurance provides for compensation in the case of: (a) death or permanent total disablement; (b) permanent partial disablement; (c) temporary total disablement. Coverage for temporary, partial disablement is not included. The capital sum insured shall be up to a maximum of 85 000 USD. The scale of compensation payable will be in accordance with the terms and conditions of UNESCO’s policy with its insurer. Medical expenses attributable to work-incurred accidents or illnesses are paid up to a maximum annual amount of 10 000 USD.

   (iii) If any injury, illness or death for which compensation is payable under the above provisions is caused in circumstances which, in the Director-General’s opinion, create a legal liability on the part of a third party to pay damages, the UNESCO
Director-General may, as a condition of granting compensation, require the Individual Specialist to whom it is granted to assign to the Organization any rights of action which he/she may have against such a third party. The Individual Specialist shall thereupon furnish to UNESCO any data or evidence which may be available to him/her, and shall render all other assistance which may be required in prosecuting any claim or action against such a third party. He/she shall not settle any such claim or action without the consent of the Organization; UNESCO shall be entitled itself to do so or to require him/her to do so upon such terms as seem reasonable to it.

2. Other than the provisions set out in Article X, paragraph 1(ii), UNESCO does not provide medical insurance to the Individual Specialist.

**Article XI. Title to Equipment**

Title to any equipment and supplies that may be furnished by UNESCO shall rest with UNESCO and any such equipment shall be returned to UNESCO at the conclusion of this contract or when no longer needed by the Individual Specialist. Such equipment, when returned to UNESCO, shall be in the same condition as when delivered to the Individual Specialist, subject to normal wear and tear. The Individual Specialist shall be liable to compensate UNESCO for equipment determined to be damaged or degraded beyond normal wear and tear.

**Article XII. Termination**

1. UNESCO or the Individual Specialist may cancel the contract before it has come into effect by giving written notice to the other party. For contracts of less than 2 months the period of notice is 5 days, for longer contracts – 14 days. No compensation shall be payable in such cases. Should UNESCO cancel the contract with shorter notice, the Individual Specialist is entitled to 5% of payment for each month of service provided by the contract, subject to a maximum of 30% of the total amount.

2. Once the contract has come into effect, it may be terminated by either party at any time before the expiry date with 2 weeks written notice for contracts of 6 months or less, or 1 month’s written notice if the contract is for more than 6 months. If UNESCO terminates the contract, the Individual Specialist is entitled to an indemnity of 5% of payment for each remaining aggregated period of service equivalent to one month, subject to a maximum payment of 30% of the total amount. In the event of termination by the Individual Specialist, or of the inability of the Individual Specialist to carry out fully its terms, UNESCO may deduct from any payments due an amount equivalent to any losses caused to the Organization, taking into consideration the extent to which the assignment has been completed.

3. Notwithstanding the provisions of Article XII, paragraphs 1 and 2, in the event of breach of contract, including false declarations, on the part of the Individual Specialist, the contract may be immediately terminated by UNESCO without notice or indemnity.

**Article XIII. Arbitration**

1. Any controversy or dispute concerning the execution or interpretation of this contract shall be settled by negotiation between the parties. If it is not amicably settled, it shall be submitted, at the initiative of either party, either to the Chairperson of the UNESCO Appeals Board or be the subject of an arbitration under the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules in force.
arbitrator shall rule upon the costs of arbitration, which shall be either apportioned between the two parties or paid by one of them only. The arbitral award shall be final and irrevocable.

2. The party initiating the procedure shall decide which of the two procedures shall apply.

Article XIV. Amendments

This contract may be amended specifying all modifications and signed by both UNESCO and the Individual Specialist prior to the expiry date of the present contract. If the Individual Specialist wishes to propose amendments, these proposals should be communicated to UNESCO which, if deemed necessary, will prepare the amendment to present contract for mutual agreement and signature.

Initials:
Existing UNESCO Materials relevant to this assignment

- Article 11: Non-discrimination and non-stigmatization (The UNESCO Universal Declaration on Bioethics and Human Rights: background, principles and application, p. 187-198);
- Slave Route: The Soul of Resistance movie;
- Toolkit for Urban Inclusion in the Arab Cities;
- Football’s power to overcome discrimination;
- Video on Article 2 of the "African Youth Charter" developed in partnership by UNESCO and the African Union;
- Put Racism Offside
- UNESCO’s Master Class against Racism and Discriminations;