

TERMS OF REFERENCE

Development of Migrants Registration System

I. BACKGROUND

The lack of country-wide recognized and empowered national governmental authorities in charge of controlling national borders and/or managing migration has made it easier for smugglers to transport migrants through the porous borders in the South, up to the Northern shores at the Mediterranean Sea. As a result, the number of migrants fleeing war, armed conflicts and poverty in the Sub-Saharan and the Horn of Africa to reach Europe via the Mediterranean Sea has been surged for several years. Libya remains a source, destination, and transit country for migration. In front of this situation, the comprehensive and systematic collection, exchange and analysis of data on migration in Libya are a major challenge for national authorities.

While recognizing the State of Libya's prerogative in ensuring appropriate identity management for persons residing on its territory, IOM also acknowledges the challenges faced by the State of Libya and the need to prioritize protection, identification of specific vulnerabilities and access to services as key drivers for registering irregular migrants in Libya. IOM is currently supporting Libyan authorities to adopt the necessary tools and knowledge to better prepare for and respond to mixed migration flows in emergency contexts. One of the key activities is to enhance national capacity to implement a protection-sensitive and secured migration management database for identifying and registering migrants at both disembarkation points and detention centres, while better collecting, protecting and sharing data of migrants.

The first practice of data registration has been implemented since January 2018 by the Libyan Coast Guard (LCG) and is usually performed immediately after maritime search and rescue operations, at the disembarkation points. This pilot initiative was initiated and supported by IOM and other international organizations, firstly by awareness raising, followed by the provision of capacity building support through advice, training and IT equipment. Currently, the LCG collects data on the incidents at sea (e.g., date, location, number of boats) and the basic data of migrants (e.g., name, nationality, sex, age, presence of emergency health cases and actions taken). The registration of the migrants' data is part of the specific procedures on maritime search and rescue operations. The data collected at disembarkation points are regularly transferred in different ways to the LCG Headquarters for integration in the central database and is meant to be used for internal and public reporting. This data is rarely and irregularly shared with Ministry of Interior's Department for Combatting Illegal Migration (DCIM) for consolidated information management, as well as analysis on migration flows.

In addition, Libyan authorities are not systematically registering migrants and refugees held in detention centres under DCIM control, making it therefore difficult to keep track of all migrants that are transferred from disembarkation points, and nearly impossible to discern how long they have been detained and when they have been transferred to another centre or have been released.

II. OBJECTIVES

The objective of this offer is three folded:

1. The selected implementing partner will be required to undertake a training and equipment needs assessment that will enhance the understanding of requirements for the implementation of the registration system;
2. The implementing partner will be required to develop and deploy a comprehensive platform for the integrated registration of migrants rescued from the sea by LCG or identified on Libyan territory and transferred to detention centers operated under DCIM. The software will ensure the information

exchange with the current registration system operated by LCG. Also, the implementing partner will ensure the maintenance, troubleshooting and post project assistance for the developed and installed system for a period of 12 months, at the locations where the system has been implemented;

3. The implementing partner will ensure the training content and availability of trainers who will train the system administrators and end users nominated by the beneficiary, within training sessions organized in conditions and settings provided by IOM.

III. GEOGRAPHICAL SCOPE

IOM's registration project will be implemented in 10 locations in Libya, to be selected from a number of disembarkation points and detention centers listed below, while the server will be placed in Tripoli in the premises of the Libyan Ministry of Interior.

The Detention Centres (the locations if changed shall be notified accordingly):

Detention Centres	Latitude	Longitude	Area
Triq al Sikka	32.877049N	13.196427E	Tripoli
Abu Slim	32.817512N	13.167152E	
Al Sabaa	32.852915N	13.269211E	
Janzour	32.7746913N	13.0063336E	
Zuwara	32.914452N	12.093124E	North-West
Zintan (Dhafer Al Jabal)	31.991556N	12.515028E	
Zawya al Nasser	32.771767N	12.696328E	
Souq al Khamis	32.604361N	14.342944E	

The Disembarkation Points (the locations if changed shall be notified accordingly):

Disembarkation Points	Latitude	Longitude	Area
Tripoli Main Port	32°54'06.48"N	13°10'36.52"E	
Abu Sitta	32°54'20.38"N	13°13'24.93"E	
Al Khums	32°41'27.85"N	14°14'25.53"E	
El Hamidia	32°41'27.85"N	14°14'25.53"E	
Mesfat Azzawaya	32°47'31.88"N	12°40'36.97"E	
Zuwara	32°55'13.39"N	12°07'07.81"E	
Misrata	32°21'48.96"N	15°12'41.98"E	

The Ministry of Interior (Mol) Headquarters:

Disembarkation Points	Latitude	Longitude	Area
Mol HQ	32°53'16.35"N	13°11'12.46"E	Tripoli

IV. SCOPE OF WORK FOR TRAINING AND EQUIPMENT NEEDS ASSESSMENT

The selected implementing partner will be required to undertake a training and equipment needs assessment that will enhance the understanding of the requirements for the implementation of the registration system in terms of: technical specifications, functionality, capacity, configuration, connectivity, user creation, data privacy.

The assessment will also document the actual training needs of the Libyan entities beneficiaries of the system, within a context related to the overall functioning and performance of the registration system, the nature of movement of migrants and data management and data protection. The assessment will provide the factual support and grounding for the development of subsequent curriculum and the delivery of targeted training sessions for border officials administering and operating the system.

The assessment will document and provide the evidence base necessary to inform the decisions regarding procurement and delivery of specific equipment, tools and technical support within the project objectives and budget and in line with intended software operation requirements, for the adequate implementation of the registration system.

V. SCOPE OF WORK FOR SOFTWARE DEVELOPMENT

The development of the **Migrant Registration System Software** shall have but will not be limited to the following features related to the registration of migrants.

1. Modules: Dashboard, Enrollment, Medical Assistance, Protection, Default Reporting (tbc), Lookup, Administration, Customized Reporting;
2. Module expectations:
 - a. Dashboard - Current on-going migrant statistics, User KPIs, Operational metrics of DPs and DCs, City wise data of DPs and DCs;
 - b. Migrants Enrollment - Create Detention Points, Create Detentions Centers, Add Migrant Data including face image, add family dependencies, scan related document of Migrant, Add medical status of Migrant, Transfer Migrant and Status, Ticketing;
 - c. Medical Assessment - Medical Form, Migrants Medical Data, Medical History;
 - d. Lookup - Detailed lookup table to add, edit and delete all the lookup database tables. Detention Centers, Nationalities, Cities, Genders, Blood Types, Citizenship, Document Types, Education, Levels, Ethnicities, Event Types, Locations, Migrant Types, Occupations, Purpose of Entries, Races, Medical Tags;
 - e. Protection Assistance – Assessment, Referral, Assistance;
 - f. Default and Customized Reporting – At least 5 default reporting tabs (auto generation) and provisions of customized reporting;
3. Project Outline: This project will consist of the main components: Analysis, Prototyping and Design Architecture Design, Create Database, Create GUI, Back end development, SDKs integration for video CAM Acceptance & deployment of application on server, On-going maintenance according to SLA, Upgrades and Patches, Beta/Acceptance Testing;
4. Demonstration: Propose a demonstration plan step on the step by step development of the software. The schedule to be decided and agreed upon discussion. Once the software is ready there shall be a tabletop exercise using the system before final installation;
5. Future Considerations: Automatic Fingerprint Identification & Verification System, Barcode based ID Card Printing, Barcode based wrist band Label Printing, RFID based wrist band;
6. Administration: Create User Accounts, Assign/Deassing User roles, Define User roles;
7. Migrant Information Management System will be developed in both Arabic & English

VI. SCOPE OF WORK FOR TRAINING DELIVERY

The implementing partner will develop the Registration System User Manual as well as the training content to be utilized for the training of system administrators and end users nominated by the beneficiary entities. In

addition, it will make available the trainers for the training sessions to be organized by IOM in conditions and settings provided by IOM, pending security situation and budget availability.

The required trainings to be delivered in Libya/Tunisia it is estimated to reach approximately 150 individuals.

VII. REQUIREMENTS AND CAPACITY

1. Given the political and security context in the country, the implementing partner must have a demonstrated operational presence in West Libya, ability to travel to various locations within Libya and capacity to assess and deliver the work inside the country;
2. Proven capacity to provide post project assistance and troubleshooting at the implementation site is a requirement;
3. System source code is required to be handed over to beneficiary together with the finalized software;
4. Previous expertise in partnering state authorities such as Ministry of Interior and Ministry of Defense and developing registration systems or similar applications is highly recommended;

VIII. EXPECTED DELIVERABLES

The text of the deliverables is expected to be drafted in English language.

Output	Delivery date
1. A detailed equipment and training needs analysis report for the development, delivery and implementation of registration system	TBC
2. A Registration system application designed in English and Arabic, together with technical specifications, source code, user manual;	TBC
3. Training manuals and materials to be utilized for the training of system administrators and users.	TBC
4. Delivery of training sessions in agreement with and based on the training plan developed by IOM	TBC

IX. EXPECTED DELIVERY SCHEDULE

The following schedule is expected for the deliveries of the **Migrant Registration System Software**:

- A. Before assigning the contracts:
 - The detailed discussions and model presentation – by 15 January 2020
- B. After Assignment of the Contracts:
 - Training and equipment need assessment – 31 January 2020;
 - Dummy presentation – 31 March 2020
 - Installations and Testing – 15 May 2020
 - Operationalization of the overall system – 15 June 2020

X. MANAGEMENT ARRANGEMENTS

The work will include visits in Libya to the implementation sites to meet with relevant stakeholders. IOM will provide assistance in facilitating the visits, arranging meetings with relevant stakeholders, interpretation where required. The final workplan will be discussed during the inception period and the implementation period should not exceed 15 June 2020.

-----XXXXXXXXXXXXXXXXXXXXXXXXXXXX-----