



## HIRING OF LEGAL CONSULTANT / DRAFTSMAN

Ministry of National Health Services, Regulations & Coordination, (PPW), Islamabad under Public Procurement Rules, 2004 requires the services of a Legal Consultant/Draftsman duly registered with Pakistan Bar Council and present in the Active Tax Payer list (ATL) of FBR.

2. Detailed ToRs have been devised for the above position which are placed as per the following available link: Tors/ToRs of Legal Consultant/Draftsman Link.docx

Sr. No.	Position	No. of Position	Duration
1.	Legal Consultant / Draftsman	01	03 months

3. Interested candidates may forward their C.V/profile within 15 days of the publication of this advertisement.

4. Only short-listed candidates will be called for interview. The Ministry of NHSR&C, PPW may accept or reject any candidate as per Rule-33 of Public Procurement Rules, 2004.

- i) Initial contract is for 03 months.
- ii) The contract will be extended subject to availability of funds and satisfied performance/ if needed basis.
- iii) The decision of the Selection Committee will be considered final.

5. The C.V (s)/profile complete in all respect should reach the undersigned at the latest by not later than 15 days of publication of advertisement.

**Director (Coord)**  
Population Programme Wing  
Kohsar Block, 3<sup>rd</sup> Floor, Pak Secretariat, Islamabad  
Ph: 051-9216286; Fax: 051-9216285

# TERMS OF REFERENCE

## I. POSITION INFORMATION

Position Title	Legal Consultant / Draftsman
Duty Station	Islamabad The position will be based at Population Programme Wing (PPW), Ministry of National Health Services, Regulations & Coordination, (M/o NHR&C), Islamabad, Pakistan
Unit	01
Engagement Modality	Individual Consultancy Contract
Period of assignment/ services	3 months against a fix remuneration of Rs. 200,000/- only

## II. RESPONSIBILITIES

### 1. Background:

As per National Action Plan (2019-2025) titled Implementation of recommendations approved by the CCI regarding alarming high population growth in Pakistan, the Population Programme Wing (PPW)/ Ministry of National Health Services, Regulations & Coordination (M/o NHR&C) intends to hire the services of Legal Consultant/Draftsman under the approved Annual Work Plan 2022 of UNFPA. The incumbent is required to draft a law/bill to help and support PPW in implementation and facilitation of Family Planning activities in Pakistan.

### 2. Scope of Work:

- The draftsman shall draft a law for effective implementation of population planning activities in Pakistan under guidance from PPW / M/o NHR&C authorities under National Action Plan & CCI recommendations across the country. The draft bill/law shall be finalized and completed as early as possible but not later than 3 months (90 days) in all respect to be submitted for mandatory vetting from Law and Justice Division and later on to the Parliament for adaptation of the bill.
- The consultant shall be responsible to make amendments / corrections or modifications if any as suggested by the Ministry of Law and Justice or Parliament of Pakistan. He / She shall be on board and holdy responsible for changes or modification, if any made by any stakeholder or the Parliament of Pakistan.
- His / Her task shall be considered completed after enforcement of law.
- He / She should be responsible to answer any queries/clarification sought from stakeholders including provinces etc over the law.
- 50 percent remuneration shall be paid to him / her initially and the remaining amount shall be paid after promulgation of law.

### III. LEGAL CONSULTANT / DRAFTSMAN QUALIFICATION & EXPERIENCE

#### 1. Qualification Required

A master degree in law preferably PhD. Foreign qualified candidates shall be preferred.

#### 2. Experience Required

At least ten (10) years professional experience as Draftsman or similar capacity. Higher qualification and experience shall be an added advantage. He / She should be able to draft law on his /her on with minimum guidance.

#### 3. Other Skills and knowledge

- Strong communication skills. Good ability to communicate in English
- Able to work independently or in a team.
- The desire to work in fact-paced environment.
- Proven ability to coordinate and manage complex project work with focus on population
- Exceptional organizational skills, ability to facilitate communication between various levels of management and work independently and with technical team to meet deadlines.

#### 4. Language requirements:

Expert knowledge of both Urdu and English, is required.