**Helpdesk in Democracy and Human Rights**

***Assignment Request Template***

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| **Name of Sida Head Office Department and Unit or Embassy of Sweden:**  | Enter text. |
| **Name of relevant Country/Regional/Global Strategy (if applicable)** | Enter text. |
| **Name of requestor(s):**  | Enter text. |
| **Email address:** | Enter text. |
| **Phone number:** | Enter text. |
| **Assignment description (can be in bullet format)** * *Provide a short description of the task*
* *Provide any relevant background information (context for the assignment)*
* *Indicate any preferred methodology (desk review, interviews, mapping study*
* *Delimitate the scope of the assignment (either thematically, geographically, or methodologically for instance)*

Enter text. |
| **Assignment falls under the thematic area:** *(please tick only one box – more information on the thematic areas and their respective sub-areas is available at* [*www.democracy-helpdesk.se*](https://eur04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.democracy-helpdesk.se%2F&data=05%7C01%7Cnathan.teitgen%40fcgsweden.se%7C143e81e696ce460005c008db6c0ca1e7%7Cceefa623820548a1bc330a621cb37131%7C0%7C0%7C638222573734085753%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=IvzFqjppNumfi7a56twRGVCap1Iota8ROvmb6B3Tcbc%3D&reserved=0)*)*

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| --- | --- | --- | --- | --- |
| 1. Political Institutions, Political Processes and Pluralist Civil Society
 | [ ]  |  | **6.** Equal Access to Justice and Rule of Law | [ ]  |
| 1. State building, Public Institutions and Public Administration
 | [ ]  |  | **7.** Equality and Non-Discrimination | [ ]  |
| 1. Local Democracy and Decentralization
 | [ ]  |  | **8.** Freedom of Expression and Access to Information Online and Offline | [ ]  |
| 1. Public Financial Management
 | [ ]  |  | **9.** Human Rights Based Approach | [ ]  |
| 1. Human Rights Systems and Human Rights Defenders
 | [ ]  |  |  |  |

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| **Indicative assignment start date and deadline (to be agreed with consultant):**  | Enter text.*(Avoid setting a short deadline if not strictly necessary as this can limit your access to the most appropriate consultants*.) |
| **Indicate any specific technical, thematic or geographical knowledge requirements for the consultant/s** | Enter text.*(If there is clearly a specific competence or experience requirement please state this. Avoid being too specific though if not necessary, as again this can unnecessarily restrict your access to the consultants.)* |
| **Is a field visit necessary?**  | Yes [ ] No [ ]  |
| **Expected Output(s):** *(Specify the nature and potentially the expected size of the output e.g. report/ presentation/ training.**If possible, what an ideal output of this assignment would look like? What question would it answer?)* *\*Please note that all assignments must integrate an HRBA.*Enter text. |
| **Estimated number of consulting days required (maximum 10 working days or 80 hours):** | Enter text.*(If unsure, leave this blank as it can be decided at a later stage)* |
| **Attachments** *Share as many of the relevant documents as you can together with this request.*Enter text. |

**HOW TO SEND YOUR REQUEST**

* Please send this assignment request or any queries you have about the helpdesk to DemoHR@fcgsweden.se (with cc: to DemocracyHumanRights@sida.se)
* More information about the areas of support and services provided by the Helpdesk can be found at [www.democracy-helpdesk.se](https://eur04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.democracy-helpdesk.se%2F&data=05%7C01%7Cnathan.teitgen%40fcgsweden.se%7C143e81e696ce460005c008db6c0ca1e7%7Cceefa623820548a1bc330a621cb37131%7C0%7C0%7C638222573734085753%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=IvzFqjppNumfi7a56twRGVCap1Iota8ROvmb6B3Tcbc%3D&reserved=0)

or [Human Rights and Democracy - Helpdesk and Framework Agreement for Democracy and Human Rights - All Documents (sida.se)](https://eur04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fshare.sida.se%2Fsamarbeta%2Fdemocracy%2FHelpdesk%2520and%2520Framework%2520Agreement%2520for%2520Democracy%2520and%2FForms%2FAllItems.aspx&data=05%7C01%7Cnathan.teitgen%40fcgsweden.se%7C04413f006ceb484ac2f708db6b509baf%7Cceefa623820548a1bc330a621cb37131%7C0%7C0%7C638221766196608240%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=8tQlEwSaJN0PVShPf5Tf9y%2FgxZE2FR%2B%2BMIe6sck3VAA%3D&reserved=0)