



Terms of Reference (ToR)

IC for Legislative Review Specialist

Background

The Transformational Governance Program (TGP) is a strategic intervention designed to operationalize Somalia's National Transformation Plan (NTP) 2025-2029, with a central goal of building a cohesive, accountable, and effective governance system. The TGP is fundamentally oriented towards ensuring that these ambitious reforms are anchored in a coherent, enforceable, and rights-based legal framework. As explicitly stated in the Project Document, "State-building and institutionalization of functions is not possible in the absence of effective laws and weak legal compliance." The program recognizes that for the NTP to transition from political aspiration to actionable and durable state policy, it must be backed by a robust legal and regulatory environment that withstands political transitions and policy reversals.

A cornerstone of this effort is strengthening the Legal Unit within the Office of the Prime Minister (OPM), which holds the constitutional mandate to ensure legal coherence across the government. The Unit is responsible for conducting pre-emptive legal reviews of all Cabinet submissions, sectoral policies, and reform initiatives to guarantee their alignment with constitutional mandates, international human rights principles, and the strategic objectives of the NTP. This function is critical for making government decisions not only actionable but also legally sound and enforceable in the medium to long term.

The Legislative Review Specialist is a senior technical role within the OPM's Legal Unit, directly contributing to **TGP Output 1: Strengthened whole-of-government leadership and coordination**. This position is dedicated to the meticulous technical and policy analysis of Somalia's legislative landscape.

In addition, the consultant will work closely with the OPM's Policy and Legal Affairs Unit, the Project Management Unit (PMU), the Senior Legal Advisor, and other partners to ensure a unified approach to legal and governance reforms. The Specialist will ensure that new and existing laws are harmonized, modernized, and fully aligned with the nation's transformation agenda, thereby providing the legal certainty required for effective governance, sustainable development, and the protection of citizens' rights.

B. Objectives and Scope of Work

The Consultant will:

1. Conduct Comprehensive Reviews to Harmonize and Modernize Legislation: Systematically analyze existing and draft laws to identify gaps, conflicts, and areas for modernization in line with the NTP.
2. Strengthen the Centralized Legal Vetting Mechanism: Support the institutionalization of a mandatory, high-quality pre-vetting process for all draft legislation and major policy proposals submitted to the Cabinet.
3. Provide Authoritative Legal Advice to Safeguard Policy Integrity: Prepare detailed legal commentaries and policy briefs for senior decision-makers to ensure policies are legally robust and durable.
4. Foster Inter-Ministerial Legislative Coordination: Act as a technical resource for inter-ministerial forums to resolve legislative conflicts and harmonize laws across sectors.

C. Description of Activities

1. Conduct Comprehensive Reviews to Harmonize and Modernize Legislation

- Conduct in-depth legal and policy reviews of draft bills, regulations, and existing legislation relevant to TGP's focus areas.
- Identify inconsistencies and conflicts between new legislative proposals, existing laws, and the Provisional Federal Constitution.
- Draft comprehensive Legislative Review Reports for priority sectors, outlining findings and specific recommendations for legal reform.

2. Strengthen the Centralized Legal Vetting Mechanism for Cabinet Submissions

- Support the design and implementation of a standardized Centralized Legal Vetting Framework.
- Develop checklists, procedures, and quality assurance mechanisms for the OPM's review of all Cabinet memoranda.
- Provide technical guidance on establishing a systematic tracking mechanism for legislative vetting outcomes.

3. Provide Authoritative Legal Advice to Safeguard Policy Integrity

- Prepare high-quality legal commentaries, briefing notes, and policy papers for the Senior Legal Advisor and National Project Director.
- Analyze complex legal issues and provide clear, actionable recommendations to mitigate legal risks.
- Ensure all legal advice aligns with the best international practices and human rights standards.

4. Foster Inter-Ministerial Legislative Coordination and Coherence

- Provide technical secretariat support to the Legal Unit in its quarterly inter-ministerial forums aimed at legislative harmonization.
- Facilitate dialogue between ministries to resolve legislative conflicts and promote regulatory consistency.
- Document outcomes of coordination meetings and track implementation of harmonization agreements.

D. Expected Outputs and Deliverables

Deliverables	Due date	Review and Approvals Required	Percentage of contract price
Deliverable 1: Inception Report & Legislative Review Methodology: A detailed work plan and methodology for conducting legislative reviews, including priority sectors and stakeholder engagement strategy.	20 Dec 2025	PS	10%
Deliverable 2: Comprehensive Legislative Review Report for Two Priority Sectors: In-depth analysis of public service management and economic governance legislation, with gap analyses and specific reform recommendations.	28 Feb 2026	PS	25%
Deliverable 3: Draft Centralized Legal Vetting Framework: Complete draft of the vetting framework including SOPs, checklists, and quality assurance mechanisms for OPM review.	30 April 2026	PS	20%
Deliverable 4: Quarterly Legal Commentary Package 1: Submission of at least four substantive legal commentaries or policy briefs on critical draft bills or regulatory reforms.	30 June 2026	PS	15%
Deliverable 5: Finalized Legal Vetting Framework & Quarterly Report: Final version of the vetting framework endorsed by OPM, plus a consolidated report on contributions to inter-ministerial coordination meetings.	31 August 2026	PS	20%
Deliverable 6: Final Assignment Report: Comprehensive final report summarizing all legislative review activities, achievements, challenges, and strategic recommendations for sustaining legislative quality assurance.	30 Oct 2026	PS	10%

TOTAL			100%
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E. Institutional Arrangements

1. **Reporting Lines:** The Individual Contractor (IC) will work under the direct supervision of the PS within the Office of the Prime Minister, with secondary reporting to the designated DPS and NPD.
2. **Progress Reporting:** The IC will maintain close communication with the supervisors through regular briefings and written progress updates. All deliverables are subject to review and approval by the PS.

F. Duration of the Work

The assignment is for a total of 153 working days over a period of 12 months, from 1 Dec 2025 to 31 Dec 2026.

G. Duty Station - Office of the Prime Minister (OPM),

H. Qualifications of the Successful Individual Contractor

Education:

- Advanced University Degree (master's degree or equivalent) in Law, with a specialization in constitutional law, administrative law, or legislative studies. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Experience:

- Minimum of 7 years of progressive national and international experience in legislative review, legal drafting, parliamentary support, or legal reform.
- Proven direct experience in conducting comprehensive legislative gap analyses and developing legal vetting mechanisms.
- Demonstrable experience in providing high-level legal advice to government institutions or international organizations.
- Experience in facilitating inter-ministerial or multi-stakeholder coordination on legal matters.
- Experience in fragile or post-conflict states is highly desirable; knowledge of the Somali legal system and context is a significant asset.
- Excellent command of the English language with proven exceptional legal drafting and analytical skills.