

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

Country: Pakistan

Name of Project: Digital Economy Enhancement Project

Credit No: 7514-PK

Assignment Title: Data Protection Expert

Reference No.: PK-MoITT-469355-CS-INDV

The Government of Pakistan has received financing from the International Development Association (IDA) toward the cost of Digital Economy Enhancement Project (DEEP) and intends to apply part of the proceeds for consulting services, which shall be implemented by the Ministry of IT and Telecom.

The consulting services (“the Services”) include professional expertise of “**Data Protection Expert**” at a monthly lump sum remuneration. The Ministry of IT and Telecom, being Project Management Unit (PMU) intends to hire services of “**Data Protection Expert**” for DEEP that can assist the project management in relevant field. The consultant, as an expert in the field, will provide quality advice maintaining the highest degree of integrity and ethical standards. The services of individual consultant shall be initially hired for a period of 48 Months.

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below or can be downloaded from <https://njp.gov.pk>

Ministry of IT and Telecom being Project Management Unit invites eligible candidates (“Consultants”) to indicate their interest in providing the Services as “**Data Protection Expert**” in Digital Economy Enhancement Project. Interested Candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the expected Services. The services of individual consultant will be required /hired to assist project team on DEEP as per ToRs. The short-listing criteria are based on: (i) Qualification, (ii) Experience (iii) Additional Skills

The selected candidates will be required to present their original documents at the time of the interview. Submission of any false information will lead to immediate disqualification of the candidate at any stage of the hiring process.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” September 2023, setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Open Competitive Selection of Individual Consultants method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 0830 to 1630 PST.

Applicants shall apply online at National Job Portal www.njp.gov.pk.

Program Office (DEEP)

Ministry of IT and Telecom

7th Floor, Kohsar Complex

Pakistan Secretariat

F-5, Islamabad

Telephone: 051-9215621

Hiring for Individual Consultants Under DEEP

TERMS OF REFERENCE

Announcement Reference no:	1-1/2024-IT	Date	12 January 2025		
Project	Digital Economy Enhancement Project (P174402)				
Position Name	Data Protection Expert	Position ID	PK-MoITT-469355-CS-INDV		
Vacancy	1	Type of Contract	Individual	Duration	48 Months

BACKGROUND

Digital Economy Enhancement Project (DEEP) is a World Bank assisted project with the objective to enhance the Government's capacity for digitally enabled public services delivery for citizens and businesses.

MoITT is the sponsoring agency of the project with execution support of (i) Board of Investment (BoI), (ii) National Database and Registration Authority (NADRA), (iii) National IT Board (NITB), and (iv) Ignite – National Technology Fund.

PROJECT DESCRIPTION

The Digital Economy Enhancement Project (DEEP) aims at building the capacity of the Government to provide digitally enabled public services to citizens and businesses. The project will support the development of digital public infrastructure—including for responsible data exchange, digital authentication, and verifiable credentials—and digitalization of public services (including to make them available through a new national citizen portal), which will improve the accessibility and delivery of services, economic opportunities, and social protection.

In addition, DEEP will support a transition towards a digital inventory of administrative procedures and the development of an electronic single window—the Pakistan Business Portal (PBP)—integrated across all three layers of government for new and existing businesses to apply, renew, pay, and meet all their compliance needs. It will also promote civic innovation and digital inclusion.

OBJECTIVES OF THE ASSIGNMENT

The Data Protection Expert will ensure that the project complies with data protection regulations and best practices, safeguarding personal data and maintaining the privacy rights of individuals. The role involves developing and implementing data protection policies, monitoring compliance, and handling data protection issues.

The responsibilities include (but not limited to) the following:

- 1) Develop and implement data protection policies and procedures in line with relevant regulations.
- 2) Monitor compliance with data protection laws and policies and manage data protection activities.
- 3) Ensure data processing activities comply with applicable data protection laws and standards.
- 4) Conduct data protection impact assessments (DPIAs) as necessary.
- 5) Provide training and guidance to project staff on data protection matters.
- 6) Handle data breaches and respond to data subject access requests.
- 7) Work with IT and security teams to ensure data protection measures are embedded in systems and processes.
- 8) Liaise with regulatory authorities on data protection matters as required.

SCOPE OF THE ASSIGNMENT

The work of the Data Protection Expert will include the following tasks, among others:

- 1) Develop and maintain the project's data protection framework.
- 2) Conduct regular audits and assessments of data protection practices.
- 3) Ensure that data protection requirements are integrated into all project activities and documentation.
- 4) Provide expert advice on data protection and privacy issues.
- 5) Identify and mitigate data protection risks.
- 6) Keep up to date with developments in data protection laws and best practices.

- 7) Respond to data protection queries from stakeholders and ensure transparency in data handling practices.
- 8) Participate in review/evaluation of data protection practices and participate in funding agency review missions and reviews carried out by implementing agencies.

QUALIFICATION AND EXPERIENCE

- 1) Minimum 16 years of education from a reputable/HEC recognized university in Information Technology, Data Science, Business Administration, law or a related field.
- 2) Minimum of 12 years of overall post-qualification work experience in data protection or privacy roles, preferably in international organizations or government bodies.
- 3) Proven track record of managing data protection systems and processes.
- 4) Experience in dealing with international data protection regulations and standards is highly desirable.

ADDITIONAL SKILLS / EXPERTISE

- 1) Knowledge of data protection laws and best practices.
- 2) Strong analytical skills and ability to manage complex data protection issues.
- 3) Excellent communication and presentation skills, both orally and in writing.
- 4) Proficiency in data protection software and tools.

SCHEDULE FOR THE ASSIGNMENT

The Data Protection Expert will be appointed on a contract basis for a period of 48 months.

REMUNERATION AND OTHER BENEFITS

- 1) The consultant will receive remuneration as per the scope of work defined and based on the World Bank guidelines applicable to individual consultants for this position.
- 2) Travel expenses as approved by the World Bank and the Government of Pakistan.
- 3) This is a consulting-based appointment and does not offer medical or other benefits.

REPORTING OBLIGATIONS

- 1) The Data Protection Expert will report to the Program Director PMU, Ministry of IT & Telecom.
- 2) The Data Protection Expert is required to follow all rules and directives of the World Bank and the Government of Pakistan for successful implementation of the project.
- 3) The Data Protection Expert is required to follow working days and timings as per the directives of the Federal Government of Pakistan.
- 4) The Data Protection Expert is required to report to work in an official attire.
- 5) The Data Protection Expert is prohibited from working for any other party or a paid job, or taking any other assignment during the course of this contract without written approval from the Competent Authority.
- 6) The Data Protection Expert shall ensure that all the required reports for the project are prepared on time in accordance with the requirements of the World Bank and the Government of Pakistan.

SELECTION CRITERIA

- 1) The applicant will be selected based on the following criteria

Criteria	Points
Educational Qualification	20
Work Experience	20
Additional Skills/ Expertise	10
Interview	50

SUBMISSION

Candidates meeting the required criteria should submit their applications at <http://www.njp.gov.pk> within 15 days of publication of the advertisement. No hard copy of application shall be accepted and all applications must be sent via NJP online. Shortlisted candidates who are working in Government sector are required to produce NOC at the time of interview.