

Children as Zones of Peace (CZOP) National Campaign
Terms of Reference (TOR)
**Consultant for Preparation of Brief on Child-Responsive Budget Code Guideline:
Operation and Management Procedure, 2082**

Published on: 15 May 2026

1. Introduction

CZOP (Children as a Zone of Peace National Campaign) started in 2001 and made a loose coalition in 2003. This national campaign is a coalition of organizations working in the field of child rights (Children and schools as zones of peace) including CSOs, INGOs and government bodies. It has emerged as a movement that advocates for the protection and promotion of children's basic rights during and after armed-conflicts.

The CZOP campaign conceptualized and promoted the idea of children as a zone of peace as a general political agenda among political parties under the child rights and child protection. The campaign is mainly to refrain children from engaging and associating in party-led political movement both armed and unarmed, and to have responsive interventions of support and relief from civil society to the victims/surviving children affected by conflict during the armed conflict period. By the continued lobbying of CZOP and CSOs, major political parties included children are zones of peace and Child protection issues in their election manifestos. Policy and program advocacy are major area of CZOP for Child Protection, especially protection and development.

2. Background and Context

The Government of Nepal officially approved the *Child-Responsive Budget Code Guideline: Operation and Management Procedure, 2082* through a ministerial-level decision on 22 December 2025, which was subsequently endorsed by the Ministry of Law, Justice and Parliamentary Affairs on 29 December 2025. This marks an important milestone toward institutionalizing child-responsive budgeting in Nepal.

The procedure establishes a framework for systematic allocation, classification, tracking, and management of public resources dedicated to children. It aims to strengthen accountability and ensure that budgeting processes effectively address children's rights, needs, protection, participation, and development priorities.

The Children as Zones of Peace (CZOP) National Campaign has been continuously advocating for child-responsive budgeting since 2072 in close coordination with the Ministry of Women, Children and Senior Citizens and other relevant stakeholders. CZOP has actively contributed to consultations, technical discussions, policy dialogues, and advocacy initiatives related to the development of the child-responsive budget code and its operational procedures.

Following the endorsement of the procedure, CZOP intends to prepare a concise and user-friendly brief covering Child Budget Code, Indicators, and Approach of the Child-Responsive Budget Code Procedures.

The brief is expected to support awareness, orientation, and understanding among stakeholders, including government officials, civil society organizations, development partners, and child rights advocates.

Therefore, CZOP seeks to hire a qualified consultant to develop the brief document.

3. Overall Objective

The overall objective of this assignment is:

- To prepare a concise, reader-friendly, and informative brief on the *Child-Responsive Budget Code Guideline: Operation and Management Procedure, 2082*, including its indicators and implementation approach, for wider dissemination and advocacy purposes.

4. Deliverables of the Assignment

The consultant will be responsible for delivering the following:

1. An inception notes outlining understanding of the assignment, methodology, and work plan.
2. First draft of the brief document.
3. Final brief document incorporating feedback from CZOP and relevant stakeholders.
4. Presentation/briefing session (if required) on the final document.

5. Specific Tasks

The consultant shall undertake the following tasks:

1. Review relevant policies, guidelines, budget code procedures, and related documents concerning child-responsive budgeting in Nepal.
2. Prepare a concise brief covering:
 - Overview of the Child Budget Code,
 - Key indicators and classification approach,
 - Operational and management procedures,
 - Institutional roles and responsibilities,
 - Significance and expected outcomes of child-responsive budgeting.
3. Coordinate and consult with CZOP and relevant stakeholders to validate information and incorporate necessary feedback into the final document.

6. Timeline and Budget

SN	Deliverables/outputs Target	Delivery Date	Currency/ estimated (NPRs)
1	Inception meeting and document review		
2	Preparation of first draft		
3	Review and feedback incorporation		

4	Final submission		
	Total Amount		

7. Special Qualification

The consultant should possess:

- Academic background in Social Sciences/Political Science/Law/Child Rights, or related field.
- Sound experience in research, policy analysis, or advocacy on child rights and governance.
- Strong understanding of Nepal's public finance and budgeting system;
- Experience in preparing policy briefs or analytical documents;
- Experience in qualitative analysis and report writing.
- Good command of English and Nepali.

8. Reporting and Coordination

The consultant will work closely with the Children as Zones of Peace (CZOP) National Campaign and report directly to Program Officer of CZOP.

If you are interested to perform above mentioned tasks, please submit your duly completed technical and financial offers along with Cover Letter, CV via email to the CZOP-Nepal at procurement.czop2023@gmail.com or visiting office at hours no later than May 18, 2026.

Thank you