GEF/UNDP/ASEAN PROJECT ON REDUCING POLLUTION AND PRESERVING ENVIRONMENTAL FLOWS IN THE EAST ASIAN SEAS THROUGH THE IMPLEMENTATION OF INTEGRATED RIVER BASIN MANAGEMENT (IRBM) IN ASEAN COUNTRIES

VA/GESI-IRBM/2023-002

<table>
<thead>
<tr>
<th>Title</th>
<th>GENDER EQUALITY AND SOCIAL INCLUSION (GESI) MAINSTREAMING AND STAKEHOLDER ENGAGEMENT IN IRBM</th>
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<tr>
<td>Type</td>
<td>Regional</td>
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<tr>
<td>Duration</td>
<td>July 2023 – March 2024</td>
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BACKGROUND

The GEF/UNDP/ASEAN Project on Reducing Pollution and Preserving Environmental Flows in the East Asian Seas through the Implementation of Integrated River Basin Management (IRBM) in the ASEAN Countries is a 5-year project (2023-2027) with the goal of establishing functional IRBM mechanisms in priority river basins/sub-basins in the six ASEAN Member States (AMS), i.e., Cambodia, Indonesia, Lao PDR, Malaysia, Philippines and Viet Nam, to reduce pollution, sustain freshwater environmental flows and adapt to climate change vulnerabilities.

The PEMSEA Resource Facility (PRF) serves as the Project Implementing Partner, working in collaboration with National Government Partners and River Basin Organizations of the six AMS with UNDP providing a three-tier project assurance function. The project is governed by the Regional Steering Committee, comprising of members of the ASEAN Working Group on Water Resources Management, UNDP, the ASEAN Secretariat, and East Asian Seas Executive Committee.

The Project is designed to improve governance and management arrangements in IRBM and accelerate the required changes in the six AMS in support of national priorities, objectives and commitments to global sustainable development targets using the Source to Sea (S2S) framework. The Project is organized into 4 components with 5 major outcomes and 20 key outputs to achieve the project goal and objective.

In accordance with GEF’s Policy on Gender Equality which recognizes gender equality as a cross-cutting priority to help achieve global environmental benefits, this Project was developed and guided by the GEF Policy, which specifies gender-responsive actions and approaches to ensure that the activities are designed to promote equal opportunities, equal access to and equal participation of women and men in project planning, implementation and monitoring and evaluation.

During the Project Preparation Phase, a gender action plan (GAP) was developed based on initial research and gender analysis conducted that assessed the risks and potentials for gender mainstreaming in the
As of 31 May 2023

project activities to ensure equitable representation of women and men in all aspects of project processes, meetings and activities. The GAP also sought to promote gender mainstreaming in all project components and implementation of project activities at all stakeholder levels. A Stakeholder Engagement Plan was likewise developed during the Project Preparation Phase that summarized the engagement of major stakeholders in various component activities of the project.

This Terms of Reference has been prepared for a Gender Equality and Social Inclusion (GESI) consultant to coordinate and lead the development and completion of the following:

a) Conduct a GESI Analysis and identify and recommend indicators for inclusion in the Monitoring and Evaluation (M & E) and Reporting of the GESI Action Plan (see item c).

b) Develop a methodology and questionnaire for conducting socioeconomic survey to gather primary data, disaggregated by gender on community perspectives on socioeconomic and environmental conditions in the river basins/sub-basins as part of the GESI Analysis.

c) Based on the results of GESI Analysis, prepare a detailed GESI Action Plan (GAP) and M & E Plan detailing actions and opportunities to integrate gender into the project components and activities that would serve as framework for the development of GAPs for the 6 river basins/sub-basins.

d) Review the Stakeholder Engagement Plan (SEP) and recommend measures to ensure gender balance in stakeholder engagement in all stages of the project cycle.

e) Develop a GESI training plan and training materials and organize and conduct a regional/national/river basin training/orientation on GESI targeting the RPMU staff, River Basin Organizations/Project Teams/Working Groups in the six AMS to ensure understanding of the gender dimensions to be addressed by the project, including creating gender awareness among potential partners and stakeholders.

SCOPE OF WORK, DUTIES AND RESPONSIBILITIES AND DELIVERABLES

Scope of Work

In coordination with the Regional Project Manager, the Project Technical and M & E Officer and Training and Capacity Development Manager of the Regional Project Management Unit (RPMU) of PRF, the consultant will be responsible for preparing, validating, refining and finalizing the 5 key outputs (A to E), as identified above.

Duties and Responsibilities:

Scope of Work 1: Gender Equality and Social Inclusion Analysis

- Conduct a comprehensive GESI analysis to inform and provide direction for gender mainstreaming in IRBM/Integrated Water Resources Management (IWRM) and Integrated Coastal Management (ICM) activities, particularly in the 6 AMS and priority river basins/sub-basins, and to improve collaboration between project implementors at the regional, national and local levels with gender and water experts. In particular, the analysis will focus on, but not limited to the following:
Reviewing the Gender Analysis conducted during the Project Preparation Phase and update/assess gender inequalities/GESI gaps and challenges in the 6 AMS, particularly at the 6 priority river basins/sub-basins.

- Establishing a sex-disaggregated baseline, including identifying SMART gender-responsive indicators at project level as part of the M & E and reporting in relation to GESI mainstreaming.

- Identifying how IRBM/IWRM/ICM activities affect men and women and other marginalized and vulnerable groups differently and how this impacts the achievement of the project objectives, outcomes and outputs.

- Identifying the existing policies, institutional, legal, cultural, economic and enabling factors that promote GESI in the 6 AMS.

- Recommend interventions as input to the GESI Action Plan (Scope of Work 3) that address existing, emerging and potential gender inequalities/GESI gaps and challenges to promote gender mainstreaming and gender participatory process in project implementation in line with GEF and UNDP’s GESI strategies, guidance and standards as well as applicable regional (e.g., ASEAN Declaration on the Gender-Responsive Implementation of the ASEAN Community Vision 2025 and Sustainable Development Goals; Sustainable Development Strategy for the Seas of East Asia Implementation Plan 2023-2027) and international commitments/agreements (e.g., SDG 5).

- In coordination with RPMU, present or disseminate the Draft GESI Analysis report to relevant organizations and individuals in the six 6 AMS for review and comments and prepare the final report for submission to RPMU based on the feedback received.

Scope of Work 2: Socioeconomic Survey Methodology and Questionnaire

- As part of the GESI Analysis (Scope of Work 1), develop a survey methodology and questionnaire for conducting socio-economic survey in the 6 river basins/sub-basins and coastal areas to gather primary data (as part of baselining) and disaggregated by gender on:

  - Community perspectives on socio-economic and environmental conditions in the river basin and coastal areas, the root causes, including climate-related hazards, and options for improving the situation, including participatory planning and implementation of IRBM programs and investments.
  
  - Knowledge, attitudes and practices on GESI.

- In coordination with RPMU, validate the survey methodology and questionnaire in the 6 river basins/sub-basins and update the survey instruments based on the results of validation.

- Submit the revised survey methodology and questionnaire to RPMU as part of the GESI Analysis.

Scope of Work 3: Gender Equality and Social Inclusion Action Plan and Monitoring Plan

- As a mechanism and roadmap for gender mainstreaming in the project design and its component activities for all river basins to promote and facilitate gender balance, women’s participation and leadership, as well as special actions which systematically support women’s skills, livelihood development, and engagement in river basin management, develop a detailed framework GAP,
building on the initial recommendations from the project preparation phase and the results of the GESI Analysis (Scope of Work 1) with focus on the following:

- Using the SMART gender-responsive indicators from the baseline information and recommended interventions from the GESI Analysis as guide, identify realistic gender-based and time-bound targets, concrete gender-based actions and activities, timeframe and resources for implementation of the activities and roles and responsibilities in support of the project objectives, outcomes and outputs, as elaborated in the Project Results Framework.
- Design a gender-inclusive M & E framework as part of the project’s M & E requirements in compliance with GEF and UNDP’s guidelines on gender equality.
- Recommend measures on the development of GAPs at the river basin/sub-basin level that will mirror the framework GAP and in accordance with the individual requirements and context of the 6 river basins/sub-basins.

- In coordination with RPMU, present or disseminate the Draft GESI Action Plan and M & E Framework to relevant organizations and individuals in the six 6 AMS for review and comments and prepare the final document for submission to RPMU based on feedback received.

Scope of Work 4: GESI-responsive Stakeholder Engagement and Monitoring and Evaluation Plan

- Review the framework SEP and identify aspects of the SEP that require updating particularly with regard to ensuring gender balance in stakeholder engagement in all stages of the project cycle.

- Prepare a Stakeholder Engagement and M & E Plan.

- In coordination with RPMU, present or disseminate the updated SEP and M & E Plan to relevant organizations and individuals in the six 6 AMS for review and comments and prepare the final document for submission to RPMU based on feedback received.

Scope of Work 5: GESI Regional Training/Orientation

- Develop a training program, including preparation of training materials and training evaluation form for the conduct of regional training/orientation on GESI for RPMU, the River Basin Organizations/Project Teams/Working Groups in the six AMS.

- In coordination with RPMU, organize and conduct the regional training/orientation; prepare the summary report and submit to RPMU.

Expected Outputs and Deliverables

- GESI Analysis Report
- Socioeconomic survey methodology and questionnaire
- GESI Action Plan and Monitoring and Evaluation Plan
- GESI Responsive Stakeholder Engagement and Monitoring and Evaluation Plan
Regional Training Materials and Report

**WORKING ARRANGEMENTS**

**Institutional Arrangement**

The organization/consultant will be coordinating regularly with the Regional Project Manager with support from the IRBM Project Technical and M & E Officer and Training and Capacity Development Manager to report on progress, address emerging challenges and in seeking approval and acceptance of the above-mentioned outputs.

**Duration of the Work**

Expected duration of work is from July 2023 – March 2024.

**Duty Station**

The organization/consultant will be home based with regular coordination with the RPMU.

**Travel Plan**

In the event that the organization/consultant is required to travel to render services, as required under the TOR, associated travel costs will be covered by the RPMU.

**Qualifications of the Organization/consultant**

- Post Graduate Degree in relevant discipline.
- Relevant work experience and good working knowledge of international, regional, national best practices in integrated river basin management (IRBM), integrated water resources management (IWRM), integrated coastal management (ICM) and other area-based management approaches that complement the Source-to-Sea approach.
- Sound understanding of sustainable development, environmental management issues, monitoring and reporting on Multilateral Environmental Agreements and regional agreements and instruments.
- Previous experience in developing, designing and applying regional/national/local GESI analysis and actions plans and stakeholder engagement in coordination with partners from the government, international organizations, etc. in Southeast Asia or the wider East Asian Region.
- Relevant experience in leading multidisciplinary teams and dialoguing with a diverse range of stakeholders.
- Fluency in written and spoken English is an advantage.

**Financial Proposal**

Bidders/applicants should detail the budget plan based on expected outputs, clearly showing logical framework or activity plan to achieve the outputs.

**Submission of Tender/Application**

Applicants are requested to submit:
1. Duly accomplished **Letter of Confirmation of Interest and Availability**;
2. **Detailed Curriculum Vitae**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the team leader and members.
3. **Brief description** of why the organization/consultant is considered as the most suitable for the assignment.
4. A description of the **methodology**, on how they will approach and complete the assignment.
5. **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs.

Applicants are requested to submit the tender and requirements via email to recruitment@pemsea.org. Kindly indicate the vacancy reference number and title of requirement when applying (in the subject line) by email.

**Additional Considerations**

Bid applications received after the closing date will not be considered. Only those candidates that are shortlisted will be notified.

For more information on IRBM, please visit [www.pemsea.org](http://www.pemsea.org)