**TERMS OF REFERENCE**

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| **Individual Consultant:** Development of codes of conduct and protocols to address gender-based violence (GBV) for transport workers (owners of private public transport services, drivers, and conductors) and passengers | |
| **Hiring Office:** | UNFPA Sri Lanka |
| **Purpose of consultancy:** | The UNFPA 10th Country Programme will contribute to the equitable enjoyment of sexual and reproductive rights of all Sri Lankans particularly among girls, women and young people. The fund works towards the achievement of Sustainable Development Goals (SDGs) and the International Conference on Population and Development (ICPD) agenda through three transformative goals to 1. End unmet need for family planning 2. End preventable maternal deaths and 3. End sexual and gender-based violence and harmful practices.  Within this context building on the past interventions of the Country Office, UNFPA is working towards addressing sexual harassment in public transport. The issue has been a longstanding concern globally and in Sri Lanka. Its causes encompass a wide range of issues that are both inter-connected and far-reaching. From the practical challenges of high congestion, low levels of awareness and lack of bystander intervention – sexual harassment in public transport is an issue that demands urgent action. Further, public transportation is a key contributing factor to the overall efficiency of the country. As it is utilized primarily for the purposes of travelling to work and study, the high frequency of sexual harassment of public transport have deterring effect on the productive use of transport and inhibits work and/or study related performance. The overall detrimental impact on the wellbeing and personal lives of women is significant.  The project aims to enhance prevention and support risk mitigation measures to ensure the safety of passengers in public transport. As such, the UNFPA Sri Lanka aims to hire an individual consultant to develop a zero-tolerance approach to sexual harassment in public transport, including clear codes of conduct and protocols for transport workers and passengers. |
| **Scope of work:**  ***(Description of services, activities, or outputs)*** | The consultant will undertake the following activities:   1. **Develop a Clear Gender-Sensitive Code of Conduct to address GBV**: Create an enforceable circular/code of conduct that includes a zero-tolerance clause for GBV including sexual harassment in public transport. Ensure that all relevant officials (bus owners, drivers, and conductors) understand and sign this document when renewing their route permits/licenses. Collaborate/coordinate with UNFPA and other relevant stakeholders (such as the Ministry of Women and Child Affairs, the Ministry of Transportation, the National Transport Commission, Provincial Transportation Authorities, Sri Lanka Transport Board and others) to ensure alignment with national policies. 2. **Tailor the Code of Conduct**: Ensure that the drafted code of conduct is specifically tailored to public transport services in Sri Lanka, taking into account cultural, logistical, and operational challenges. 3. **Conduct a Validation Workshop**: Organize a workshop to present the drafts to key stakeholders for review and feedback, incorporating recommendations as needed. 4. **Submit the Final Code of Conduct**: Based on feedback from the validation workshop, submit the final code of conduct to UNFPA for dissemination to the Ministry of Transport, Ministry of Women and Child Affairs and other stakeholders for operationalization. |
| **Duration and working schedule:** | 10 working days starting from 10 February 2025 to 28 February 2025 |
| **Place where services are to be delivered:** | Home-based |
| **Delivery dates and how work will be delivered (*e.g.* electronic, hard copy etc.):** | The key deliverables include:   1. **Submission of Draft Code of Conduct**: A draft code of conduct on sexual harassment in public transport, accompanied by discussions with diverse stakeholders. – **50% of contract value** 2. **Presentation at Validation Workshop**: A presentation of the draft at an organized validation workshop to gather feedback from key stakeholders. – **25% of contract value** 3. **Submission of Finalized Code of Conduct**: A finalized code of conduct that incorporates stakeholder feedback. – **25% of contract value** |
| **Monitoring and progress control, including reporting requirements, periodicity format and deadline:** | Regular meetings as required in person or virtual based on the key deliverables. |
| **Supervisory arrangements:** | Consultant would be expected to provide services under the direct supervision of the NPA Gender/ GBV |
| **Expected travel:** | N/A |
| **Required expertise, qualifications and competencies, including language requirements:** | **Academic/professional Qualification:**   * Advanced university degree in law, human rights, gender studies, or related fields. * At least 5 years of experience working on gender-based violence (GBV) prevention and response, particularly in public settings. * Proven experience in drafting policy documents, codes of conduct, or protocols, particularly in the field of gender equality and GBV. * Familiarity with Sri Lanka's public transport systems and legal frameworks is highly desirable. * Strong analytical and communication skills. * Fluency in English (required), proficiency in Sinhala and/or Tamil (desirable).   **Required Competencies:**  **Values:**   * Exemplifying integrity * Demonstrating commitment to UNFPA and the UN system * Embracing cultural diversity * Embracing change   **Core Competencies:**   * Achieving results * Being accountable * Developing and applying professional expertise/business acumen, * Thinking analytically and strategically * Working in teams/managing ourselves and our relationships * Communicating for impact   **Functional Competencies:**   * Delivering results-based programme/Ability to meet the deadlines * Good planning and organizational skills including multi-tasking and time management * Able to providing logistical support * Excellent writing and communication skills   **Language:**  Fluency in spoken and written English and Tamil and/or Sinhala |
| **Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:** | N/A |
| **Other relevant information or special conditions, if any:** | N/A |