

e. Reg - 3869



Development of Cornerstone Public Policies and Institutional Capacities to accelerate Sustainable Energy for All (SE4All) Progress.

Terms of Reference for Gender Expert

National Consultant to Support Development of Framework for Gender Mainstreaming in Electrification Master Plan for Lesotho

Country	Lesotho
Project Title:	Development of Cornerstone Public Policies and Institutional Capacities to accelerate Sustainable Energy for All (SE4All) Progress.
Type of Contract	Individual Contract – National
Start Date: (date when the selected candidate is expected to start)	September 2019
Duration of project	2016 - 2021
Duration of Contract	4 months contract (14 weeks employment duration)
Reporting to:	Project Manager
Duty Station:	Maseru, Lesotho + Home Office

A. Introduction

Energy is a key factor in economic and social development. In Lesotho, around 60% of the population lack access to sustainable and modern energy services. Most of them use traditional solid fuels for cooking and heating. Limited access to energy is a problem that has a disproportionate effect on women, especially in rural areas. It is most often women who must expend large amounts of time and physical effort to supply fuel for their households and productive needs, using their own labour to carry heavy loads over increasingly long distances, at great risk to their health and safety. Other health hazards arise from the fact that women do most of the cooking. They and their young children are exposed to large amounts of smoke and particulates from indoor fires and suffer from a number of respiratory diseases. Lack of energy services is directly correlated with the major elements of poverty, including inadequate healthcare, low education levels and limited employment opportunities.

Gender issues have come to the forefront in many development sectors including agriculture, forestry and water but the energy sector has been slow to acknowledge the links between gender

equality, energy and development. Insufficient access to modern energy and existing patterns of energy use, processing, and collection affect women and men differently. Because of their socially determined gender roles, women and girls assume a higher proportion of the burden of unavailable energy services and inefficient energy use. Thus, greater attention to the needs and concerns of women in these areas could help governments promote overall development goals like poverty alleviation, employment, health, and education through improved energy policies.

Energy Sector in Lesotho

In response to the challenges and opportunities posed by energy, Lesotho developed a National Energy Policy (NEP, 2015-2025). The vision of the policy is for ensuring energy which is universally accessible and affordable in a sustainable manner, with minimal negative impact on the environment. This policy has been aligned to National Planning Documents; Vision 2020 and National Strategic Development Plan (2012/2013-2016-2017).

In addition, this energy policy is envisioned to be implemented within the framework of a numbers of principles, one of them being ensuring that Gender equality is an integral part when energy programs and activities are formulated and implemented. To ensure the empowerment of broader stakeholders on energy issues to bring them on board for informed participation through awareness raising, education and training.

With a population of over 2 million people, Lesotho household access to electricity is estimated at just 36% (Survey Report 2017). In the urban areas this figure is estimated at 67%, and for the rural areas, where more than 50% of the population reside, only about 11% of households have access to electricity. The impacts of climate change mean that wood, the energy source used by over 80% of the population for cooking, is becoming a scarce resource.

In the rural and peri-urban areas, women, who are mainly responsible for using cooking fuels, experience more directly the negative effects of the lack of access to clean and modern forms of energy. Exposure to respiratory diseases as a result of indoor air pollution from cooking with traditional biomass, safety issues encountered while gathering fuelwood and less time available for productive ventures are some of the challenges faced by a larger number of women in Lesotho.

Despite this, efforts towards expanding energy access are rather male dominated, in the decision making and technical arena. Women, who are largely affected by the energy crises, are rarely involved in the development and implementation process of strategies applied to end energy poverty. It is worth noting that for energy interventions to be effective it must be tailored to the needs of the beneficiaries. Thus, when women, a large part of the society, are not actively engaged throughout the process the interventions can rarely produce effective results.

Lesotho Electrification Master Plan (EMP) was developed in June 2018 and covers a 20-year time horizon and caters for both grid and off-grid electrification. It is meant to enable systematic, predictable and equitable grid expansion and off-grid electricity roll-out, with a view to enhance quality of life, provide income-generating opportunities and alleviate poverty in Lesotho.

[illegible]

- ### C. Objective and Scope of Work

Specific tasks

- 3

5. To develop an implementation plan that will put the framework into practice. The implementation plan will include the main activities in the framework, strategic areas of intervention, the implementing actors, the time schedule, key indicators against which progress can be measured, and a budget.
6. Validation of the Gender Mainstreaming Framework and Implementation Plan by the stakeholders and their adoption by the Ministry of Energy and Meteorology.
7. Undertake capacity building activities on gender analysis and mainstreaming tools, including training of the MEM Gender Focal Points, women-led enterprises and other stakeholders in the energy sector on the use of implementation plan to mainstream gender in energy initiatives.

D. Project outputs and deliverables

1. Inception Report

The consultant will provide an inception report within 1 week, which will describe the clear and detailed concept, analytical framework, methodology, tools and execution plan for undertaking this assignment. The report will also include a list of documents, data and information needed to analyse the status of gender mainstreaming for energy access in Lesotho, as well as a list of key stakeholders to be consulted and/or interviewed. The final inception report would be the guide book for the assignment onwards after approval by stakeholders.

2. Situation Analysis Report

Following the methodological framework laid down in the inception report, the situation analysis is to give an overview of the current state of affairs within the energy sector on gender mainstreaming in energy access. It will look at the gaps and barriers that exist to achieving equal access to energy services and technologies by men and women, assess the current expertise levels within the implementing institutions/departments to implement a gendered EMP and action plan, and look at past and existing interventions of mainstreaming gender into energy access policies and actions.

More specifically the situation analysis should include:

1. Assessment of existing gender expertise, competence and identify required capacity building/development in the Ministry of Energy and Meteorology.
2. Assessment of currently ongoing gender mainstreaming efforts and their results within the energy sector, as well as key lessons learnt from past efforts.
3. Identify barriers that female energy entrepreneurs face and needs that they have to become fully competitive in their work. Expand the existing database of women-led enterprises in the energy sector and solicit regional and local support with regards to their capacity and resources.
4. Identify barriers for equal participation of men and women in the energy sector as employees.
5. Identify gaps in national policies, budgets, and practice in achieving equal access to modern energy services and technologies by men and women

6. Identify existing gaps within the country of equal access by men and women to key resources, including finances, land, and technology.

7. Present recommendations for the way forward.

3. Gender Mainstreaming Framework and Implementation Plan in energy sector based on the Situation Analysis, develop a practical and concise framework for Gender Mainstreaming in energy initiatives. Develop a framework in line with the outcomes of the Situation Analysis and hence proposes objectives and measures to address the main gaps and barriers to gender mainstreaming in energy access that were identified in strategic areas of intervention, with a clear definition of roles and responsibilities between the various parties involved.

4. Revised and updated Engendered Electrification Master Plan

5. Stakeholders' Training Report

The training will cover gender analysis and mainstreaming tools, including training of the MEM Gender Focal Points, MEM staff, women-led enterprises and other stakeholders in the energy sector on the use of implementation plan to mainstream gender in energy initiatives.

The training will cover gender mainstreaming in energy access, public participation, consultations and dialogues, ensuring both men and women are able to attend and actively participate, taking into consideration that women may need special arrangements to facilitate physical access (due childcare, transportation or interferences with domestic duties).

E. Expected Outputs and Deliverables

Key deliverables are as follows:

Table 1. Deliverables/ Outputs

Deliverable	Estimated Duration to completion	Estimated submission timelines	Review and Approval Required
Inception Report	02 – 06 September 2019 (1 week)	06 September 2019	Department of Energy, Project Manager, CTA
Situation Analysis Report	09 September – 05 October 2019 (3 weeks)	05 October 2019	Department of Energy, Project Manager, CTA
Gender Mainstreaming Framework and Implementation Plan in energy sector	07 – 25 October 2019 (3 weeks)	25 October 2019	Department of Energy, Project Manager, CTA
Revised and updated Engendered EMP	28 October – 15 November 2019 (5 weeks)	15 November 2019	Department of Energy, Project Manager, CTA
Stakeholders' Training Report	18 – 29 November 2019 (2 week)	29 November 2019	Department of Energy, Project Manager, CTA
TOTAL	14 weeks		

F. Institutional Arrangements

- a) The Consultant will be engaged by the UNDP, and becomes directly responsible to the Department of Energy, but will liaise with the Project Manager for implementation of the project.
- b) The Project Manager will provide day to day supervision on the assignment. The consultant will work in liaison with the Project Focal Point and Director of the Department of Energy to ensure the delivery of the project objectives as set out in this terms of reference.
- c) The Consultant will lead mainstreaming of gender in the EMP and facilitate stakeholder sessions for validation at each stage of the assignment.
- d) The Consultant is expected to engage with the various institutions, government and development partners working in the energy sector and ensure participation of all relevant government departments, civil society, academia, media and development partners.

G. Duration of Work and Duty Station

The assignment is expected to be carried out in 14 weeks, beginning 1st September to 29th November 2019. The assignment will be carried out in Maseru Lesotho and home office. The International Consultant will conduct all stakeholder consultations and validation sessions on all the deliverables of the assignment.

H. Qualifications and Experience

The Consultant must meet the following minimum mandatory requirements:

- A Master's degree or equivalent in Gender and Women Studies, Development Studies, Social Studies, Governance, Human Rights or related discipline.

- At least 7 – 10 years of relevant education & experience and proven expertise in gender equality in development programmes/projects, government departments, institutions etc.
- Experience and knowledge of planning, design, monitoring and evaluation of gender equality in project/programmes institutions, policies and strategies, as well as integrating governance and environmental considerations into programming;
- Familiarity with UN programming principles and their application, including Gender Equality, Human Rights, Capacity Development and Environmental Sustainability.

I. Competencies

- A strong record in Gender mainstreaming and women empowerment.
- Knowledge of the Lesotho landscape on gender equality and women empowerment as well as specific global perspectives is a requirement.
- Experience working with government institutions, development partners, NGOs and private sector.

J. Attributes:

- Fluency in English
- Excellent communication, reporting and presentation skills
- Ability to coordinate and to engage in a multi-cultural setting

K. Scope of Bid Price and Payment Schedule

The proposed price must be a lump-sum which is an “all-inclusive package” including duty travels and daily subsistence allowances

- The contract price is fixed regardless of changes in the cost components, any changes will go through a variation negotiation
- The Consultant will be required to submit timesheet which shall form the basis for payment including expected deliverables
- Schedule of payment will be as table below:

Table 2. Payment Schedule

Deliverable/outputs	Estimated submission timelines	% of lump sum to be paid
Inception Report	06 September 2019	10%
Situation Analysis Report	05 October 2019	20%
Gender Mainstreaming Framework and Implementation Plan in energy sector	25 October 2019	20%
Revised and updated Engendered EMP	15 November 2019	30%
Stakeholders' Training Report	29 November 2019	20%
TOTAL		100%

L. Recommended Presentation of Offer

- P11 indicating all experience from similar projects, as well as the contact details (e-mail and telephone number) of at least three (3) professional references using the template provided by UNDP (Annex I)
- Letter of Confirmation of Interest and Availability using the template provided by UNDP (Annex II)
- **Methodology** – Brief description of why the individual considers him/herself as the most suitable for the assignment and a detailed methodology on how they will approach and complete the assignment.
- Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs using template provided by UNDP (Annex III).

M. Criteria for Selection of the Best Offer

Highest Combined Scoring method will be applied to assess both the technical and financial proposals. The weight of the technical criteria is 70%; the weight of the financial proposal is 30%. Only candidates with a minimum of 70% in the technical evaluation will be considered for the financial evaluation.

Table 3. Evaluation Criteria for International Consultant

Criteria	Weight
<i>Technical</i>	70%
Qualifications:	
<ul style="list-style-type: none">• A Master's degree or equivalent in Gender and Women Studies, Development Studies, Social Studies, Governance, Human Rights or related discipline.	15%
Methodology:	15%
Experience:	
<ul style="list-style-type: none">• At least 7 – 10 years of relevant education & experience and proven expertise in gender equality in development programmes/projects, government departments, institutions etc	15%
<ul style="list-style-type: none">• Experience and knowledge of planning, design, monitoring and evaluation of gender equality in project/programmes institutions, policies and strategies, as well as integrating governance and environmental considerations into programming;	15%
<ul style="list-style-type: none">• Familiarity with UN programming principles and their application, including Gender Equality, Human Rights, Capacity Development and Environmental Sustainability.• A strong record in Gender mainstreaming and women empowerment.	5%

<ul style="list-style-type: none"> Knowledge of the Lesotho landscape on gender equality and women empowerment as well as specific global perspectives is a requirement. 	
<ul style="list-style-type: none"> Fluency in English Excellent communication and reporting skills Ability to coordinate and to engage in a multi-cultural setting 	5%
<i>Financial</i>	30%
Total = technical + financial (70% + 30%)	100%

Annexes to the TORs:

- Annex I – P11 form
- Annex II – Letter of Confirmation of Interest and Availability
- Annex III – Financial proposal template

Offers with the requirements listed above may be submitted to:

United Nations Development Programme

The Resident Representative,

REF: International Individual Consultant to Support Development of Framework for Gender Mainstreaming in Electrification Master Plan for Lesotho_SE4ALL

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Date: 09/08/2019

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