



Terms of Reference

Position title:	National Consultant (Adopting a Community Policing-Oriented Approach for Reducing Gender-Based Violence)
Organizational/Unit:	United Nations Office on Drugs and Crime (UNODC), Regional Office for Southeast Asia and the Pacific, Border Management
Name and Supervisor's title:	Felipe De La Torre, Regional Coordinator for the Border Management Programme
Duty Station or home-based:	Phnom Penh, Cambodia
Project number:	XAPA07
Proposed period:	10 July 2021 - 31 December 2021 (with possibility of extension)
Number of working days:	95 days

1. Background of the assignment:

The United Nations Office on Drug and Crime (UNODC) provides technical assistance related to combating terrorism, organized crime, corruption and drugs to requesting Member States. This assistance also supports States Strengthening criminal justice and health systems and to ratify and successfully implement international conventions and protocols, in compliance with the rule of law and human rights.

The UNODC Regional Office for Southeast Asia and the Pacific's (ROSEAP) Regional Programme outlines the proposed scope and focus of UNODC's work in the region for the years to come. It provides a framework for delivering a coherent programme of work to: (i) give clear focus to supporting Member States and regional partners in achieving priority crime and drug outcomes; and (ii) increase the responsiveness, efficiency and effectiveness of UNODC's support to the region.

The Regional Programme focuses primarily on crime and drug challenges that are best addressed through coordinated cross-border and intra-regional cooperation. There are five sub programmes under the Regional Programme.

- Transnational Organised Crime
- Anti-Corruption
- Terrorism Prevention
- Criminal justice systems
- Drugs and Health, and Alternative Development

Violence against women remains a great challenge in Cambodian society. Domestic aggressions, rape and sexual abuse, as well as trafficking in women and girls constitute widespread offences yet unreported due to fear of the abuser, lack of trust in the police, ignorance or social tolerance. The National Action Plan to Prevent Violence Against Women prioritizes the strategic area of legal protection for women and girls to ensure their equal access to legal protection by mainstreaming women's rights into the formulation and implementation of laws, and by promoting effective service delivery to survivors of violence. As in other countries, COVID-19 has contributed to a significant increase in gender-based violence, something that will be addressed as a priority through this project.

While there are various initiatives linked to gender-based violence and related offences in Cambodia from

different angles, little to no work has been done to develop community policing as one of the paths to address this phenomenon. UNODC long standing presence in the country will facilitate the interaction with governmental, non-governmental and academia actors directly and indirectly involved in the development of public policies, defining institutional responses and implementing practical operations to target gender-based violence, with a view to offering expertise, identifying areas of mutual cooperation and complementing efforts

The project “adopting a community policing-oriented approach to reducing gender-based violence in Cambodia” shall reorient the Cambodian response to GBV to focus on a community policing-oriented approach that encourages cooperation and collaboration between at-risk populations, victims, social services, and law enforcement. This project shall be a pilot project that addresses sexual and domestic violence in Phnom Penh through the implementation of evidence-based activities in selected neighborhoods.

The project will be managed in close cooperation with the national authorities, law enforcement agencies, the donor community and other partners. The role of the Cambodian National Police and its partners are particularly important in ensuring a coordinated and strategic approach. In particular, UNODC will work closely with the criminal justice authorities, NGOs and social workers who are playing a part in the reduction and prevention of GBV in Cambodia.

UNODC will coordinate closely with other UN agencies, recognizing that each has specialist skills to bring to the reduction and prevention of GBV, using the UNODC team in Phnom Penh. Other partners include Domestic Violence Rapid Response Teams (DVRRTs) from Vietnam in its modelling role in providing immediate support and options to victims of domestic violence and helping to build a zero-tolerance culture towards gender-based violence in communities.

2. Purpose of the assignment:

The purpose of this assignment is based on four key assumptions as follows:

1. Strengthening community-policing practices;
2. Enhancing reporting skills and cooperative relationships between law enforcement and community representatives;
3. Improving governmental and non-governmental actors’ ability to support victims; and
4. Advocating for a more accepting culture of citizen reporting and trust in law enforcement, led by local female ambassadors.

3. Specific tasks to be performed by the consultant:

Under the supervision of the Regional Coordinator for the Border Management Programme, the consultancy will result in the following tasks:

1. Survey communities, record victims’ experiences, and collect data about the situation on the ground in Phnom Penh. This includes determining the location of high-risk communities;
2. Present a report to the authorities detailing the nature, pervasiveness, and context of gender-based violence in Phnom Penh, as well as the location of high-risk communities;
3. Support the UNODC Programme Office in Cambodia, together with the authorities, to select neighborhoods/ high-risk areas to implement pilot activities to address and reduce gender-based violence;
4. Organize one (1) meeting, gathering key stakeholders working on domestic violence and sexual assault from specialized law enforcement units, NGOs, social workers, and representatives from

the Ministry of Justice. The purpose of the meeting will be to highlight challenges and identify recommendations for a coordinated response to enhance identification, referral, and support to victims of domestic violence among the different agencies involved;

5. Organize one (1) closed-door technical meetings with law enforcement officers, NGOs, social workers, and representatives from the Ministry of Justice to discuss ongoing cases and develop a coordinated response;

6. Deliver (2) trainings to front-line officers to strengthen identification, interviewing and reporting skills on GBV crimes;

7. Support the promotion of initial exchange of information between Cambodian and Vietnamese authorities with a view to replicating the “Domestic Violence Rapid Response Teams (DVRRTs) concept from Vietnam” through the organization of a 1.5-day online webinar and discussion;

8. Review of the GBV assessment and identify outcomes and recommendations related to communication, advocacy and outreach of issues related to GBV;

9. Organize one (1) focus group session with representatives of law enforcement, communities and social services in selected neighborhoods with the purpose of gathering relevant data, information, and insights for the development of an advocacy strategy that promotes a culture of citizen reporting GBV and increase trust in local authorities;

10. Contribute to awareness-raising events and advocacy for relevant stakeholders as well as supervise the production of the advocacy material (e.g. content and design) in close collaboration with outsourced company(ies); and

11. Other tasks assigned by the Regional Coordinator (e.g. maintaining close interaction with counterparts, vendors, stakeholders).

4. Expected tangible and measurable output(s)/deliverable(s):

The expected outputs and deliverables are defined as follows:

A. Assessment: A complete assessment of the current patterns of sexual and gender-based violence in Phnom Penh to determine the specific nature of violence and exploitation suffered by victims, the impact on local communities, and the location of high-risk communities;

B. Consultation and training are held with relevant stakeholders and frontline officers: The response of government and non-government stakeholders is enhanced to strengthen identification and reporting mechanisms, and to provide appropriate support to female victims of domestic violence, and their children; and

C. Advocacy campaign and associated products: Advocacy campaign and associated products are developed, with insights from law enforcement, communities and social services representatives, to be endorsed, promoted and disseminated by selected female ambassadors.

Outputs will be delivered under the following guideline:

Document Design: A centralized report design process is used for all documentation, including defined templates and formats. All materials must be submitted for review, adaptation and approval.

Monitoring and evaluation: UNODC has a standardized approach for monitoring and evaluation. This includes pre-post testing, ongoing and dynamic activity monitoring via online application and tool, which allows management to have a complete overview of the status of planned activities. All reports provided will be evaluated on the basis of the monitoring approach.

5. Dates and details of deliverables/payments:

Deliverable	Output	Working Days	To be accomplished by (date)	Review and Approvals Required (Indicate designation of person who will review outputs and confirm acceptance)
A.	Survey communities, record victims' experiences, and collect data about the situation on the ground in Phnom Penh. A survey for high-risk communities is developed and data collection in high-risk communities is completed.	20	10 August 2021	Mr. Esteban Felipe de la Torre Regional Coordinator, Border Management Programme
B.	Present a report to the authorities detailing the nature, pervasiveness, and context of gender-based violence in Phnom Penh, as well as the location of high-risk communities With support from the UNODC Programme Office in Cambodia, one (1) consultation with relevant counterparts is organized to discuss the findings of the report.	5	20 August 2021	
C.	Support the UNODC Programme Office in Cambodia, together with the authorities, to select neighborhoods/ high-risk areas to implement pilot activities to address and reduce gender-based violence One (1) meeting with law enforcement is held to identify high-risk areas to implement activities	5	31 August 2021	
D.	Organize one (1) meeting, gathering key stakeholders working on domestic violence and sexual assault from specialized law enforcement units, NGOs, social workers, and representatives from the Ministry of Justice. One (1) consultation meeting with relevant stakeholders from law enforcement, the community, and civil society is organized to identify means of coordinating their response to challenges identified in the GBV assessment (Deliverable A).	7	15 September 2021	

E.	<p>Organize one (1) closed-door technical meetings with law enforcement officers, NGOs, social workers, and representatives from the Ministry of Justice to discuss ongoing cases and develop a coordinated response</p> <p>One (1) closed door consultation with relevant stakeholders from law enforcement agencies, the community, and civil society is held</p>	7	30 September 2021	
F.	<p>Deliver (2) trainings to front-line officers to strengthen identification, interviewing and reporting skills on GBV crimes</p> <p>Two (2) trainings for frontline officers are held.</p>	15	30 October 2021	
G.	<p>Support the promotion of initial exchange of information between Cambodian and Vietnamese authorities with a view to replicating the “Domestic Violence Rapid Response Teams (DVRRTs) concept from Vietnam” through the organization of a 1.5-day online webinar and discussion</p> <p>Under the leadership of the UNODC Programme Office in Cambodia, a 1.5-day online consultation is organized to initiate dialogue with Vietnamese authorities about the possibility of implementing the DVRRT model in Cambodia.</p>	5	10 November 2021	
H.	<p>Review of the GBV assessment and identify outcomes and recommendations related to communication, advocacy and outreach of issues related to GBV</p> <p>GBV assessment report is reviewed and a briefing note summarizing findings relevant to advocacy activities is drafted.</p>	15	30 November 2021	
I.	<p>Organize one (1) focus group session with representatives of law enforcement, communities and social services in selected neighborhoods</p> <p>One (1) focus group with relevant stakeholders from law enforcement agencies and the community is held.</p>	6	15 December 2021	
J.	<p>Contribute to awareness-raising events and advocacy for relevant stakeholders as well as supervise the production of the advocacy material (e.g. content and design) in close collaboration with an outsourced company</p>	10	31 December 2021	

Payments will be made upon satisfactory completion and/or submission of outputs/deliverables.
Please note that last payment must coincide with the end of the contract and must be identical to payment phases in the engagement of consultant/IC request.

6. Institutional Arrangement

The national consultant will operate under management of the Regional Coordinator for the Border Management Programme from the United Nations Office on Drugs and Crime (UNODC), Regional Office for Southeast Asia and the Pacific (ROSEAP). He/she will work on a day-to-day basis with assigned staff from the UNODC Cambodia Programme Office and the UNODC ROSEAP.

7. Duration of the Work

The assignment is expected to include 95 working days over approximately six months period (July 2021 - December 2021), with possibility of extension.

8. Duty Station

Phnom Penh, Cambodia Travel to province is not required.

9. Indicators to evaluate the consultant's performance

(must always include timeliness, achievement of goals and quality of work)

Indicator		Score
Timeliness	All deliverables are completed on time as defined by the deliverable due date. Individual outputs are completed according to the agreed work plan.	1-5
Achievement of Goals	All deliverables achieve the specific goals (purpose) of the assignment. And all outputs contribute towards individual deliverables by provide distinct pieces of work, events, written products or other defined activities.	1-5
Quality	Outputs, including preliminary documentation, are delivered to an acceptable level of quality including (but not limited to): completeness of data, clear and concise language, quality of the consultations and capacity building programs delivered, and any data collected during implementation is submitted in simple file format (excel or CSV).	1-5

10. Qualifications/expertise sought (required educational background, years of relevant work experience, other special skills or knowledge required)

Education:

- An advanced university degree (Master's degree or equivalent) in Anthropology, Gender and Development, Law, criminology, criminal justice, political science, or any other relevant discipline, is required. A first level university degree in similar fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree;

Work experience and Skills:

- A minimum of 10 years of prior work experience in dealing with gender-related issues especially in Cambodian and the regional context is required;
- Demonstrated knowledge and experience in undertaking research or assessment, developing and delivering consultations and capacity building/ training programs especially in the area of gender and/ or gender-based violence in Cambodia and/ or in the region is required;

- Experience working in Cambodia context and has strong network with national governments, law enforcement agencies, or local civil society is required;
- Experience working with UN agencies, international institutions, law enforcement, the judiciary, military or other public security agencies is desirable;
- Computer literacy, including proficiency in document design (MS Word or Google Docs), databases maintenance (MS Excel or Google Sheets) and visual presentations (MS PowerPoint or other tools) is desirable.

Language:

English is the working languages of the United Nations Secretariat. For this position, fluency in Khmer as a mother tongue and English, with excellent drafting and communication skills, is required. Knowledge of another United Nations official language is an advantage.

11. Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

Technical Evaluation Criteria	Obtainable Score
A minimum of 10 years of prior work experience in dealing with gender-related issues especially in Cambodian and the regional context;	30
Demonstrated knowledge and experience in undertaking research or assessment, developing and delivering consultations and capacity building/ training programs especially in the area of gender and/ or gender-based violence in Cambodia and/ or in the region;	30
Experience working in Cambodia context and has strong network with national governments, law enforcement agencies, or local civil society;	20
Ability to interact with senior government officials and civil society organizations; fluency in spoken and written English and Khmer;	20
Total Obtainable Score:	100

12. Payment Milestones

The consultant will be paid on a lump sum basis under the following installments.

N	Outputs/Deliveries	Payment Schedule	Payment Amount
1	Payment will be made upon the completion of the communities' survey, the presentation of the report to the authorities, and a successful meeting with law enforcement to identify high-risk areas (Deliverables A – C).	August 2021	20%
2	Payment will be made upon successful organization of meetings with key stakeholders and law enforcement officers, trainings with front-line officers, and the promotion of DVRRTs (Deliverables D- G).	Early November 2021	50%
3	Payment will be made upon the complete revision of GBV assessment, a successful organization of a focus group on advocacy strategy, and contribution to awareness raising campaign (Deliverables H – J).	End of December 2021 (with possibility of extension)	30%