



República de Moçambique
Ministério Da Terra e Ambiente
Administração Nacional de Áreas de
Conservação



Empowered lives.
Resilient nations.

TITLE: DEVELOPMENT OF THE GENDER AND SOCIAL INCLUSION STRATEGY FOR NATIONAL SYSTEM OF CONSERVATION AREAS
AGENCY: UNDP
DUTY STATION: MOZAMBIQUE
EXPECTED START DATE: AS SOON AS POSSIBLE
DURATION: 40 DAYS IN 4 MONTHS

A. Background Information

National Administration for Conservation Areas is the management entity of the Conservation Areas in Mozambique, created by the Government in 2011, with a Vision of being the entity for reference in the Management of Biodiversity and sustainable Development of the Conservation Areas.

Conservation Areas in Mozambique are 18.57 million Acres, that makes 25% of the national territory, which are divided by 7 National Parks, 9 National Reserves, 20 Hunting concessions, 3 community conservancies and 50 Game Farms.

The conservation Sector in Mozambique has always considered sector mainly male, being this a changing tendency. With the growing number of women working in this sector, there is an emergent need to develop a Strategy or even a Policy for Gender Equity in the Conservation Areas.

ANAC is an institution that values Gender Equity and would like to develop a Gender Strategy that will be as the guidelines for the management of Human Resources in order to attain the global strategy for the Institution.

B. Gender Equity in the National System, for Conservation Areas (SNAC)

Gender Equity in the working place is attained when people have access to the same benefits, resources and opportunities, independently of their Gender. Presently, there is a Gender disparity in the workplace,

prevailing that women receive lower wages than men, they have less career growth opportunities, as a consequence they save less for their retirement. At the same time, men have less policies that benefit them pro-family such as paternity license or even flexible hours for them to take care of their families.

The objective to have gender equity in the workplace is to achieve results that benefit both equally.

To accomplish Gender equity in the public institutions is very important, considering that the Government has already developed a Gender Equity Strategy for the public sector that should be adapted to all the institutions, in order to:

- Improve productivity and economic development
- Increase the institutional and organizational performance
- Improve organizational capacity to attract more talented people and retain contracted workers
- Improve the institutional reputation.

In order to reinforce the protection of wildlife, since 2018, Mozambique is implementing the project GEF-6 (also called Pro-Bio), with the main focus to strength the conservation of the species globally threatened, by improving the monitoring of the biodiversity and the expansion of the conservation units of the communities in the buffer zones of the conservation areas.

The project ProBio focusses on Gender questions in different ways:

1. Local women empowerment including youth and girls, by having them in networks that will model their attitudes in the application of the environment law.
2. Advocacy in the inclusion of women as forest guards and rangers, increasing the diversity and adding new values to the conservation areas.
3. All the activities of involvement of communities and information dissemination will be planned and implemented taking Gender and domestic power relations into consideration.

C. Consultancy Overall Objectives

ANAC is committed to complying with Gender Equity and Social Inclusion, to ensure that all men and women have equal access and control over the resources for development, benefits and decision making in all phases of the process of development, projects, programs or even policies. Integration of Gender Equity and Social inclusion to be proposed, should obey the national strategy for gender equity.

Furthermore, ProBio Project is funded by the Global Fund for Environment (GEF- 6), the strategies of this current project should also be aligned with the GEF Policy of Gender equity, which designs guiding principles and mandatory requirements for Gender Integration, in order to promote gender equity and Women Empowerment.

The final Objective of this consultancy is to elaborate a Gender Equity and Social Inclusion Strategy for the National System of Conservation Areas as well as an Action Plan for Gorongosa National Park and Niassa Special Reserve, as a pilot that can be replicated to other Conservation Areas.

D. Consultancy Specific Objectives

1. Assess and analyze the current system of gender integration with special focus on legal instruments endorsed to improve and strengthen inclusion of Women in the SNAC;
2. Describe and characterize the current gender integration model, by doing a SWOT Analysis;
3. Propose concrete measures to enhance the mechanism of Gender Integration in the conservation sector;
4. Design a Conservation national strategy for the Gender Equity Policy and Strategy, that should be harmonized with the regional Gender strategies for Conservation;
5. Plan and Facilitate a Workshop to present, consolidate and validate the Gender Equity Policy and Strategy for Conservation

E. Specific Objectives for the Pro-Bio Project – Action Plan for PNG and REN

1. Collect disaggregated data by sex, age, economic situation (in at least 5 domains of the gender assessment – access to resources, jobs, income, land); roles and responsibilities in managing time, social norms, beliefs, perceptions, laws, policies, institutional practices, process of decision -making in the selected conservation areas (PNG and REN);
2. Identify opportunities and constraints for full participation of women, underprivileged people, marginalized communities, etc. in the project activities within the context of Natural Resources Governance
3. Identify economical activities that are of interest for the women and the marginalized communities to prevent environmental unsustainable practices.
4. Identify mechanisms for a bigger involvement of youth and girls in the project activities, mainly in generating and dissemination of information and knowledge about diversity.
5. Design recommendations to orient the implementation of a project with a Gender perspective
6. Reinforce knowledge and capacity in the implementation of a project that is sensitive and responsive to social and gender issues.

F. Suggested Methodology

1. Share a conceptual note with all departments to have their feedback and ideas incorporated.
2. Documental review and a summary of the existing programs, and identify possible issues in Gender and Social Inclusion
3. Interview conservation workers to understand their perceptions on how different gender is treated, professional demands, specific women issues (female ranges in patrols, for instance); as well as their recommendations for improving.
4. At the same time, conduct focal group discussions with partners and project beneficiaries – to identify a group of assumable issues in the gender equity and social inclusion
5. Compile documentation (bibliographic and documental revision and a draft report on the consultations
6. Share results with the coordination team to be used for:

- a. Management Plans and Strategic planning
 - b. Development of a Gender and Social Inclusion Strategy and Policy
 - c. Development of a training event to all workers to share the instruments to be used as well as the Monitoring Evaluation and Learning (MEL) procedures
7. Present the results to the ANAC Board of Directors and recommend possible interventions that will include a Gender Perspective
8. Develop a Draft Strategy for Gender Equity and Social Inclusion for SNAC
9. Present and discuss this Draft with all Departments, to obtain feedback from all workers
10. Finalize Gender equity strategy and Policy for conservation areas, should include the MEL instruments
11. Plan and facilitate a validation workshop for all stakeholders, considering COVID-19 restrictions

G. Expected Consultancy Results

1. Monthly presentation of progress reports
2. Monthly meetings with ANAC and Coordinating team
3. Organize and facilitate a workshop for all Stakeholders to present the approved Gender Equity Strategy and Policy

H. Expected Results for the component of the Actions Plans

1. A detailed report with all the data collected and the gender dynamic and the situation of the women, underprivileged and marginalized communities, in the context of the project related to conservation. This will be used as a base study to Monitor and Evaluation Gender and Social Inclusion issues
2. Make a group of recommendations that can be used in the project to ensure the improvement of the women, underprivileged and marginalized communities' current situation.
3. Develop an Action Plan to integrate Gender equity and Social Inclusion, based on the results of the research and recommendations, to be implemented as a social response of the project life cycle
4. Identify a list of gender and social inclusion key indicators to be included in the MEL plan of the project, this should include, and not limited to: Sex, Ethnic Group, Income Status, and disaggregated as much as possible.

I. Deliverables

1. A Gender and Social Inclusion Strategy for the National System of Conservation Areas that responds to these Terms of Reference
2. An Action Plan to be bound to this Strategy for PNG and REN
3. MEL Plan to be used by the project
4. Monthly progress reports
5. Final Workshop Report that Validates the Strategy and the Action Plans

J. Duration of the Consultancy

The work will have the duration of 40 days over 4 months.

K. How to deliver the work

The final Version of the work developed will be delivered in electronic and physical format in 3 samples.

L. Monitor and Supervision of the development of the activities

The follow up of the work to ensure that the quality and alignment is in accordance with ANAC's expectations, will be done Face -to Face or Virtually, in periodic (monthly) meetings between the consultant, ANAC designated team and Project Bio.

Sometimes, the consultant might be requested to make a presentation of the work developed in a workshop, a seminar, or a technical team meeting, or even to the Board of Directors, or the Consultative Council of the Ministry of Land and Environment.

M. Working Arrangements:

- The consultant will work from home with mission travels to Mozambique.
- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment by the Ministry of Land and Environment -ANAC.
- The consultant will be responsible for providing her/his own work station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection.
- Given the global consultations to be undertaken during this assignment, the consultant is expected to be reasonably flexible with his/her availability for such consultations taking into consideration different time zones.
- Payments will be made upon approval of deliverables by MTA-ANAC and UNDP(as per above schedule) and submission of a detailed time sheet and certification of payment form, and acceptance and confirmation on outputs delivered. If the quality does not meet standards or requirements, the consultant will be asked to rewrite or revise (as necessary) the deliverable before proceeding to payment.

Travel:

- Missions to Mozambique for selected provinces will be required.
- Any necessary mission travel must be approved in advance and writing by the UNDP CO.
- The consultant must complete the online UN BSAFE¹ course before commencement of travel (proof of completion will be required).
- The consultant will be responsible for obtaining all appropriate medical documents vaccinations/inoculations and ensure to bring a valid vaccination booklet or COVID19 test on mission.
- Consultants are also required to comply with the UN security directives set forth under <https://dss.un.org/dssweb>

¹ <https://training.dss.un.org/course/category/6>

- The consultant will be responsible for making his/her mission travel arrangements in line with [UNDP travel policies](#). This will include visa arrangements (however, in some cases UNDP Country Offices may be able to assist in obtaining a landing visa for consultants).
- Travel expenses related to mission travels will be supported by the project travel fund and will be reimbursed as per UNDP rules and regulations for consultants. NB: Costs for mission airfares, terminal expenses, or living allowances should NOT be included in financial proposal.

N. Qualifications

<ul style="list-style-type: none"> • Education: 	A minimum of a master's in social sciences, Political Sciences and/ or Economical Development of Natural Resources, or similar degree with a strong understanding of Gender Issues
<ul style="list-style-type: none"> • Experience: 	<ul style="list-style-type: none"> • At least 5 years' experience in designing, analysis and evaluation of Gender and Social Inclusion Strategies as well as Action Plans and research in the social economic field, with a focus on works related to Gender Equity and Social Inclusion for Conservation Areas
<ul style="list-style-type: none"> • Languages: 	<ul style="list-style-type: none"> • Full proficiency in quality written and spoken English • Proficiency in spoken Portuguese
Competencies	
<ul style="list-style-type: none"> • Functional 	<ul style="list-style-type: none"> • Demonstrated ability to successfully engage with a diversity of stakeholders. • Able to communicate effectively to a varied audience in a simple and concise manner. • Capable of working in a high- pressure environment and managing multiple tasks while meeting strict deadlines with focus on quality results. • Excellent analytical and organizational skills. • Exercises the highest level of responsibility and be able to handle confidential and politically sensitive issues in a responsible and mature manner.
<ul style="list-style-type: none"> • Corporate 	<ul style="list-style-type: none"> • Demonstrates integrity by modelling the UN's values and ethical standards. • Promotes the vision, mission, and strategic goals of UNDP. • Displays cultural, gender, religion, race, nationality and age sensitivity and

	adaptability, treating all people fairly without favouritism.
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O. Documentation to be submitted:

- A duly completed and signed UNDP Personal History form (P11) and CV including education and evidence of qualifications for the assignment.
- A duly completed and signed Annex II Offeror's letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment to be downloaded from the UNDP procurement site and confirmation you have read, understood and hereby accept UNDP's General Conditions of Contract for the Services of the Individual Contractors
- Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided by UNDP.

Links:

UNDP Personal History form (P11) required of all applicants:

www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc

Reporting

All deliverables shall be submitted in Portuguese and English and in appropriate format, in editable MS Word and in PDF as per requirement of the Client.

Scope of Price Proposal

The financial offer should be quoted as a lump sum amount, all-inclusive (professional fee, insurance, etc.). In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the consultant wish to travel on a higher class he/she should do so using their own resources.

The contract price is fixed regardless of changes in the cost components. In the case of unforeseeable travel (additional mission for example), payment of travel costs including tickets, accommodation and terminal expenses should be agreed upon prior to travel between UNDP and Individual Consultant and will be reimbursed.

P. Criteria for Selection of the Best Offer

Individual consultants will be evaluated based on the following methodology:

Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/technically compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Technical evaluation:

Criteria	Max. Point
Education- A minimum of a master's in social sciences, Political Sciences and/ or Economical Development of Natural Resources, or related field	20
Experience- At least 5 years' experience in designing, analysis and evaluation of Gender and Social Inclusion Strategies as well as Action Plans and research in the social economic	35

field, with a focus on works related to Gender Equity and Social Inclusion for Conservation Areas	
Professional knowledge of environmental regulations and normative acts in Mozambique or Africa particularly related to the gender mainstreaming	20
Previous experience working in Mozambique	10
Proficiency of spoken and written English and spoken Portuguese	15
TOTAL max.	100

Candidates scoring 70 or above will be selected for the analysis of their respective financial offers. The financial offers will be evaluated giving the lowest price proposal 30 marks and marking the other more expensive proposals reverse proportionally to the cheapest offer.

The final scoring of short-listed candidates will consider the technical score and the financial score:

Criteria	Weight	Max. Point
Technical score	70%	100
Financial score	30%	30

The candidate ranking highest shall be selected.

Approval

This TOR is prepared by:

Name and Position


Lolita Hilário Fundo, Project Team

14-Jun-2021

Date of signing

This TOR is cleared by:

Name and Position



Eunice Mucache, HoU, ENRRCC

14-Jun-2021

Date of signing

This TOR is Approved by:

Name and Position


Francisco Roquette, Deputy Resident Representative

14-Jun-2021

Date of signing