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**ROYAL GOVERNMENT OF BHUTAN
MINISTRY OF INFRASTRUCTURE AND TRANSPORT
THIMPHU: BHUTAN
ACCESS BHUTAN PROJECT**



**TERMS OF REFERENCE (TOR)
FOR
FOR HIRING OF NATIONAL INDIVIDUAL GENDER/GBV CONSULTANT
ACCELERATING TRADE AND TRANSPORT IN EASTERN SOUTH ASIA
(ACCESS)PHASE – 2 BHUTAN**

1. BACKGROUND AND RATIONALE

The Royal Government of Bhutan (RGoB), with financial support from the World Bank, has conceived a multi-phase project: Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS). The US\$ 300m project is funded by the World Bank through the Accelerating Trade and Transport in Eastern South Asia (ACCESS) Phase-2 Project. The ACCESS Bhutan Project aims to increase the efficiency and resilience of trade and transport along selected corridors in Bhutan. The Project comprises the following 3 components: (i) Component 1 – Digital Systems for Trade; (ii) Component 2 – Green and Resilient Infrastructure for Transport and Trade; (iii) Component 3 – Institutional and Policy Strengthening. The Government Technology Agency (GovTech) will implement Component 1, while Components 2 will be implemented by the Department of Surface Transport (DoST) of the Ministry of Infrastructure and Transport (MoIT), Component 3 will be cross-cutting across all implementing agencies.

Thirty-five percent of women worldwide have experienced either physical and/or sexual violence by intimate partners or other actors (WHO 2013). The World Bank recognizes that combating Gender-Based violence (GBV) globally is critical for closing gaps between men and women, ensuring a lasting impact on a reduction in poverty, and promoting inclusive and sustainable economic growth.

The ESF Good Practice Notes (GPN) for addressing Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) in World Bank-financed projects highlight the risks of Gender-Based violence (GBV) that may arise from investment projects, particularly those involving major civil works and human development operations. These projects can unintentionally exacerbate SEA/SH risks due to factors such as the influx of workers, changes in community dynamics, and power imbalances between project actors and beneficiaries.

For instance, large-scale projects can lead to increased demand for sex work, heightening the risk of sex trafficking and early marriage, particularly in communities where financial security is tied to marriage with employed men. Additionally, resettlement due to land redistribution can leave women especially vulnerable to SEA/SH, particularly in legal systems where they lack land ownership rights. Human development projects, which involve direct engagement with communities, can further expose individuals—both beneficiaries and workers—to SEA/SH risks, especially in isolated or conflict-prone areas.



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The World Bank's Environmental and Social Standards (ESS)¹ set out specific requirements relating to the identification and assessment of environmental and social risks and impacts associated with projects financed by the World Bank. The Good Practice Notes were prepared to assist in establishing an approach to identifying risks of SEA/SH which investment project financing (IPF) operations involving major civil works and in Education, Social Protection and Jobs (SPJ), and Health, Nutrition and Population (HNP) sectors may present and to advise on how best to manage such risks. The Notes build on World Bank experience and good international industry practices, including those of other development partners permitting the project to manage SEA/SH risks and impacts in the context of the Environmental and Social Framework, notably the following Environmental and Social Standards:

- ESS 1: Assessment and Management of Environmental and Social Risks and Impacts;
- ESS 2: Labor and Working Conditions;
- ESS 4: Community Health and Safety; and
- ESS 5: Land Acquisition, Restrictions on Land Use and Involuntary Resettlement; and
- ESS 10: Stakeholder Engagement and Information Disclosure.

This Terms of Reference (ToR) is developed to be used for the recruitment of a National Individual Gender/GBV Consultant, who will be part of the Project Management Unit (PMU) under DoST and responsible for supporting the project in the identification and management of Gender and SEA/SH risks related to project implementation. The services will be procured following the World Bank's Procurement Regulations for IPF Borrowers, September 2023.

2. PROJECT CONTEXT

Gelephu-Tareythang Road: The Project is situated in Sarpang Dzongkhag, centrally located in southern Bhutan, with elevations ranging from 200 to 3,600m above sea level. Sarpang District borders the Indian state of Assam and serves as one of the three gateways to Bhutan from India via Gelephu. It is also one of Bhutan's emerging socio-economic zones. The Gelephu-Tareythang road construction (approximately 14km including four major bridges) extends from Gelephu Town in the west to Tareythang Gyalsung in the east. It will pass through Gelephu Thromde and four Gewogs: Gelephu Gewog, Umling Gewog, Chhuzanggang Gewog, and Tareythang Gewog.

The Project will involve development at-grade roads, interchanges, and bridge crossings. In low-lying areas and at the approaches to bridge crossings and required changes in elevation, at-grade roads will be located on top of embankments. Other civil works required include retaining walls and drainage provisions. The alignment crosses the lower lying natural terrain of Sarpang District, mainly comprising floodplains and plains of agricultural land and forest.

¹ <http://documents.worldbank.org/curated/en/383011492423734099/pdf/114278-WP-REVISED-PUBLIC-Environmental-and-Social-Framework.pdf>



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Temporary facilities – The project will have multiple temporary ancillary facilities, which will be dismantled upon the completion of construction activities such as temporary accommodations, haul roads for material transport, local quarry sites and borrow pits, on-site crushing and batching plants, storage, contractor offices, disposal areas for excavation activities.

The Critical Habitat Assessment for the Gelephu-Tareything Road identified that the project area is a critical habitat for two wildlife species, namely, Asian Elephant and Gee’s Golden Langur. Hence, the project will support implementation of the mitigation strategies in the Biodiversity Management Plan, including the direct project impacts and the biodiversity net gain strategy. The Department of Forest and Park Services (DoFPS) will implement the net gain strategy, working closely with the DoST, and in coordination with non-governmental organizations and local communities.

3. NATIONAL AND PROJECT CONTEXT IN RELATION TO GENDER, GBV, AND SEA/SH

3.1. National Context

Bhutan’s Revised National Gender Equality Policy by the NCWC² establishes the framework for achieving gender equality across various sectors of society. It emphasizes the country’s commitment to ensuring equal rights, opportunities, and treatment for all genders, particularly women and marginalized groups. It outlines the need for gender-responsive policies and practices in areas such as governance, education, employment, and healthcare. It highlights the importance of collaboration across sectors and stakeholders to achieve a shared vision of gender equality. It also stresses the need to strengthen accountability and operational strategies to address gender-related issues, ensuring that both men and women benefit equitably from Bhutan’s social, economic, and political development.

3.2. Violence against women

Intimate partner violence is by far the most prevalent form of violence against women globally and is defined as the percentage of ever-married women (ages 15-49) who have ever experienced physical or sexual violence committed by their husband or partner³.

According to the National Study on Women’s Health and Domestic Violence⁴, 1 in 3 Bhutanese women (33%) aged 15–64 reported experiencing physical, sexual, emotional, or economic violence from their intimate partners at least once in their lifetime. About 24% of women reported having

² NCWC (2023) Revised National Gender Equality Policy. Available from:

[https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.ncwc.gov.bt%2Fdocuments%2FFinal%2520version-NGEP%2520\(LGBT%2B%2520integration\)%2520revised%252010.01.23.docx&wdOrigin=BROWSELINK](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.ncwc.gov.bt%2Fdocuments%2FFinal%2520version-NGEP%2520(LGBT%2B%2520integration)%2520revised%252010.01.23.docx&wdOrigin=BROWSELINK)

³ “Ibidem”

⁴ National Commission for Women and Children (NCWC) (2017) Summary Report, National Study on Women’s Health and Life Experiences 2027, A Study on Violence against Women and Girls in Bhutan, Available from:

https://www.undp.org/sites/g/files/zskgke326/files/migration/bt/Vaw-report_small.pdf



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experienced emotional violence, 12% physical violence, and 5% sexual violence. Further to the above, in the five years preceding 2023, the Royal Bhutan Police (RBP) recorded almost 2,500 domestic violence cases⁵. However, underreporting is still a major concern due to societal stigma, fear of retaliation, and deeply rooted social and cultural Gender-Based norms.

For context, according to the World Bank's Gender Data Portal, the share of women in Bhutan who have experienced intimate partner violence is 27%, less than the world average. Nonetheless, domestic violence is a significant issue in Bhutan, and there have been increasing efforts to address the underlying causes in recent years.

Like many countries, Bhutan saw an increase in domestic violence cases during the COVID-19 lockdowns. According to a 2021 report⁶, around 900 domestic violence cases were reported to NCWC between 2016 and 2021. GBV cases reported to the NGO RENEW⁷ increased by 36.6% during the same period, reflecting the exacerbation of the issue due to confinement measures and economic stress (NCWC, 2021).

3.3. Project Context:

Following the social assessment of the project, the following factors, which may contribute to creating or exacerbating GBV risks, including specifically risks of SEA and SH, were identified as described below:

Community consultations in the project area revealed shared concerns across all demographic groups, particularly regarding safety, employment, and education. Women and adolescent girls raised specific worries about the influx of male workers, emphasizing the need for strong safety measures to protect their well-being. This labor influx may bring external workers into close contact with vulnerable groups—such as women, girls, children, and persons with disabilities—raising the risk of SEA/SH, especially when there are no adequate prevention and mitigation strategies in place. Skilled laborers, often viewed as having higher socio-economic status, may exploit power imbalances, leading to coercive or transactional relationships. These risks are particularly acute in rural areas where economic opportunities are scarce and reporting mechanisms are weak.

Women continue to face challenges in accessing formal employment, relying heavily on informal labor, while barriers to education—including early marriage, pregnancy, and financial hardship—contribute to high dropout rates. Despite these challenges, the project offers an opportunity to empower women by expanding access to skills training, promoting gender-sensitive infrastructure, and improving safety in public and work spaces. Addressing restrictive gender norms and

⁵ BBS (2023) Tackling domestic violence. Available from: <https://www.bbs.bt/news/?p=185543>

⁶ NCWC (2021) Covid-19 Impact on Women and Children Study (Bhutan). Available from: <https://ncwc.gov.bt/publications/COVID19-Impact%20of-Women-and-Children-Study1646648937.pdf>

⁷ RENEW (2024) Respect Educate Natura & Empower Women Website. Available from: <https://renew.org.bt/>



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enhancing women's mobility are also crucial for ensuring their full participation in economic activities.

Based on these findings, the ACCESS Bhutan Project is committed to integrating gender-responsive and survivor-centered measures to prevent and respond to SEA/SH risks. The SEA-SH Action Plan takes a comprehensive approach to include both prevention measures—sensitizing the communities and other stakeholders, strengthening the institutional capacities and mitigation measures targeting project related potential risk of SEA/SH in the project affected population. The ACCESS Bhutan Project will also close priority gender gaps based on the Gender Action Plan (GAP).

These actions will be guided by established good practices, including those outlined in the World Bank's SEA/SH Good Practice Note⁸ for civil works, to ensure that the project delivers equitable benefits and protection for all vulnerable groups.

This will include:

- Sensitizing the Implementing Agency (IA) – DoST as to the importance of addressing SEA/SH in the project, and the mechanisms that will be implemented.
- Support the evaluation and assessment of PMU's organizational policies, structure, and capacities for addressing, monitoring, and referring cases of SEA/SH;
- An assessment of the underlying SEA/SH risks and social situation, using the SEA/SH Risk Assessment Tool to provide guidance and keeping to safety and ethical considerations related to GBV data collection
- Mapping out GBV prevention and response actors in communities adjoining the project. This should incorporate an assessment of the capabilities of the service providers to provide quality survivor-centred services, including GBV case management, acting as a victim advocate, providing referral services to link to other services not provided by the organization itself.
- Finalize SEA/SH Prevention and Response Action Plan including an Accountability and Response Framework as part of the ESMP. The contractor/consultant's response to these requirements will be required to be reflected in the C-ESMP
- Conduct policy dialogues with stakeholders to identify strategies for reducing gender gaps, promoting women in male-dominated sectors.
- As part of the project's stakeholder consultations, properly inform those affected by the project of SEA/SH risks and project activities to get their feedback on project design and E&S issues. Consultations need to engage with a variety of stakeholders (political, cultural or religious leaders, health teams, local councils, social workers, women's organizations

⁸ Good Practice Note – The World Bank - Addressing Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) in Investment Project Financing involving Major Civil Works



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and groups working with children) and should occur at the start and throughout the implementation of the project as per both gender and SEA/SH action plan.

- Evaluate the contractor's SEA/SH Accountability and Response Framework in the C-ESMP and confirm prior to finalizing the contract the contractor's ability to meet the project's SEA/SH prevention and response requirements.
- Closely work with the GBV Service Provider/NGO to manage SEA/SH case allegations, facilitate, and provide immediate support services.
- Support women's economic empowerment by developing a package of interventions to provide training in financial literacy, digital skills, entrepreneurship, and facilitating access to low-interest credit and livelihood opportunities, including the formation of women-led Self-Help Groups (SHGs). Identify appropriate implementing organizations (CSO/NGOs).
- Support activities promoting gender-inclusive trade environments by engaging communities, establishing women-only service desks, integrating gender data into trade systems like NSW, and supporting safer, more accessible infrastructure and services for women.
- Support and monitor the design and improvement of transport and market infrastructure by ensuring women-managed spaces, separate facilities (e.g., toilets and waiting areas), and gender-sensitive layouts. This includes developing infrastructure guidelines that prioritize safety, accessibility, and inclusivity for women entrepreneurs and vendors.
- The establishment of a grievance mechanism (GM) with pathways for the safe, private, confidential and ethical reception and management of SEA/SH complaints, and strict adherence to an accountability and response protocol. Review the GM's reception and processing of complaints to ensure that the protocols are being followed in a timely manner, referring complaints to an established mechanism to review and address SEA/SH complaints
- Codes of Conduct signed and understood - Ensure requirements in CoCs are clearly understood by those signing. The roll-out and enforcement of codes of conduct/behavioral standards prohibiting SEA/SH and any sexual contact with children as a condition of employment to all those working in connection with the project, and the training of project workers.
- Gender and SEA/SH training. Have project workers and the local community undergo training on Gender and SEA/SH.
- Undertake regular M&E of progress on SEA/SH prevention and response activities, including reassessment of risks as appropriate.



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4. OBJECTIVES

These Terms of Reference pertain to the recruitment of a Gender/GBV Consultant to lead efforts in identifying and managing SEA/SH risks and ensuring project activities are closing gender gaps —as part of the ACCESS Bhutan Project Implementing Agency.

The specific objectives of the Gender/GBV Specialist’s mandate are as follows:

- 4.1. Oversee the implementation of the Gender Action Plan and SEA/SH Action Plan. Supervise and manage the execution of both action plans by coordinating with relevant stakeholders, providing technical assistance, and offering guidance on best practices. Continuously monitor SEA/SH risks throughout project implementation, ensuring effective mitigation measures.
- 4.2. Lead the identification of SEA/SH and GBV risks for all project components – Conduct assessments to identify and address SEA/SH and other GBV-related risks associated with project implementation.
- 4.3. Support and enhance SEA/SH prevention, mitigation, and response strategies – Regularly update SEA/SH risk management strategies across Environmental and Social Framework (ESF) instruments, Terms of Reference (TORs), procurement processes, and service provider contracts.
- 4.4. Assist in monitoring, evaluation, and ethical reporting – Support the Project Management Unit (PMU) in tracking SEA/SH-related activities, analyzing gaps, recommending adjustments, and contributing to project progress reports.

5. SCOPE OF SERVICES

Under the supervision of the Project Director, PMU DoST, the Gender/GBV Consultant will ensure that Gender/GBV-SEA/SH risk issues are considered in the implementation of all activities of the ACCESS Bhutan Project and rolled out according to the project ESCP commitments and timelines agreed upon in the Gender/GBV-SEA/SH Action Plan.

The scope of services of the consultant will include, but not limited to the following

5.1. Implementation of Gender Action Plan and SEA/SH Action Plan

- i. Assist in managing the implementation of the Gender and SEA/SH Action Plans for the ACCESS Bhutan project by coordinating with relevant stakeholders and providing technical support.
- ii. Lead efforts to mainstream gender actions while actively working to reduce gender gaps. Additionally, the Gender Specialist will review and refine the proposed Gender and SEA/SH Action Plan before implementation begins.



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5.2. Identification of Gender Gaps and SEA/SH Risks, and GBV Risks, as needed

- i. Contribute to the development of terms of reference for the preparation of update of environmental and social safeguard instruments and ensure the integration and implementation of Gender and SEA/SH risk mitigation measures as provided for in these documents, including the Stakeholder Engagement Plan (SEP), and the related Grievance Mechanism procedures; and Resettlement Action Plan (RAP).
- ii. Ensure that the assessment of Gender/GBV and SEA/SH risks is integrated into the social assessment and informs the development of tailored mitigation measures;
- iii. Ensure that risks are assessed at a periodic basis, including identification of vulnerable groups who face higher risks of facing SEA/SH and GBV, through regular consultations carried out in safe and enabling spaces as directed under the SEP, and that mitigation measures are updated throughout project implementation based on feedback received and lessons learned (including through incident response).

5.3. Capacity Assessment of Implementing Agency

- i. The Gender/GBV specialist will need to do a rapid capacity assessment of the PMUs, relevant stakeholders, and implementing teams building on what has been done so far by ERM in identifying gaps related to Gender and SEA/SH. Further, the gap assessment needs to be updated to include any changes in the detailed designs of the ACCESS Project components including construction of Gelephu-Tareything road.
- ii. Evaluate the availability of trained staff, focal points, and internal systems to manage SEA/SH risks, deliver worker/community training, and supervise contractors' compliance with SEA/SH provisions.
- iii. Assess whether the implementing agencies have clear SEA/SH policies, codes of conduct, and institutional structures and capacity in place;
- iv. Review the SEA/SH-sensitive grievance redress mechanism for confidentiality, accessibility, and survivor-centered response, along with the existence and quality of referral linkages to health, legal, and psychosocial services. Based on the reviews, propose actions to improve on the required capacity.

5.4. Implementation of Gender/GBV and SEA/SH risk prevention, mitigation and response activities:

- i. Gender Action Plan – mitigation and response activities
 - Policy dialogues with diverse government agencies and non-government stakeholders such as NGOs to determine: how gender gaps in the trade and transport sector.
 - Promote gender inclusion through capacity building and outreach
 - Implement community engagement, awareness campaigns and education on gender issues



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- Digital Literacy and Cybersecurity to promote trade targeting women
 - Support the formation of women-led Self-Help Groups (SHGs)
 - Human Trafficking: Form a watch-dog committee with a group of people from all relevant government agencies (with border guard and police) and work around this issue.
- ii. Supervision of service providers and contractors' contracts
- Contribute to the integration of clauses specific to Gender/GBV and SEA/SH in National Procurement Documents, as well as in contracts, in terms of reference and in the codes of conduct of contractors and consultants (firms, supervision consultant, supervising engineers, etc.);
 - Contribute to contractor selection by evaluating the adequacy of proposed GBV and SEA/SH risk mitigation measures;
 - Review supervising engineer reports and ensure that they include compliance with Gender/GBV and SEA/SH requirements (i.e. % of active project workers who have signed codes of conduct prohibiting SEA/SH, have been trained, etc.)
- iii. Supervision of Gender and GBV NGOs/CSO/consultants
- Support the development of ToRs for hiring GBV NGOs/CSOs/Consultants to implement SEA/SH mitigation and response activities (e.g., trainings, awareness campaigns, referrals, GM rollout, case management);
 - Oversee consultant activities, including GBV service mapping, outreach materials, consultations, trainings, awareness campaigns, and monitoring of project staff and partners against agreed workplans in a timely manner;
 - Review consultants' narrative and financial reports and provide feedback;
 - Ensure effective coordination between Gender/GBV service providers and other project stakeholders for aligned messaging and timelines;
 - Collaborate with service providers to lead or support SEA/SH training plans for workers, staff, and community actors, covering GBV/SEA/SH risks, ethical response, Code of Conduct, and use of the GM.
 - Draft TORs to recruit implementing partners for Gender Action Plan and oversee activities to ensure quality and efficacy.
- iv. Support the implementation of the Grievance Mechanism (GM) and project survivor-centered response to SEA/SH incidents
- Support in the development of SEA/SH responsive project GM guidelines (in the case of high risk, support in the design and implementation of a separate SEA/SH GM);
 - Ensure coordination and timely implementation of Gender/GBV and SEA/SH reporting pathways in the GM, including:



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- Developing SOPs and tools for receiving, responding to, and reporting SEA/SH cases using a survivor-centered approach—ensuring safety, confidentiality, dignity, rights, and survivor-driven referrals.
 - Training of GM stakeholders involved in the management of SEA/SH incidents
 - Coordinating the GM SEA/SH committee, tasked with SEA/SH incident response, according to the project accountability and response framework.
 - Monitoring GM functions, through field visits to assess accessibility, functionality of entry points, and quality of referral services;
 - Ensure compliance with the guiding principles regarding privacy and security in the ethical collection, storage, and sharing of data related to SEA/SH incidents;
 - Support Borrower in safe, confidentially, and ethically reporting SEA/SH cases to the World Bank, as outlined in ESCP and Financing agreement.
- v. Coordination and collaboration:
- Train project stakeholders on Gender/GBV and SEA/SH commitments and clarify their roles in implementation;
 - Work closely with PMUs, and Environmental and Social Safeguards Specialists to integrate SEA/SH risk mitigation into ESF activities and plans;
 - Participate in periodic project coordination meetings and, site visits, to gather feedback from contractors and service providers on GM implementation, and incorporate lessons learned;
 - Promote coordination among all actors involved in Gender and SEA/SH activities, including GBV service providers, contractors, and implementation partners;
 - Coordinate with national stakeholders—government ministries, World Bank specialists, UN agencies, and CSOs—at both central and regional levels to align project activities with ongoing GBV prevention and response efforts; and
 - Engage and inform local government structures in project areas about SEA/SH mitigation activities under the ACCESS Bhutan Project.

5.5. Monitoring and reporting

- i. Support the development/finalization of the Gender and SEA/SH Action Plan with inputs from contractors
- ii. Prepare and implement a work plan and M&E framework and with indicators and targets to guide Action Plan implementation of SEA/SH Action Plan
- iii. Monitor progress on Gender and SEA/SH indicators, including the functioning of SEA/SH reporting pathways within the GM
- iv. Submit quarterly progress reports on Gender and SEA/SH commitments under the ESCP and Action Plan, as part of PMU's E&S reporting
- v. Document good practices or success stories from SEA/SH risk mitigation efforts and



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- vi. Propose adjustments to strengthen SEA/SH prevention and response measures
- vii. Maintain regular coordination with the World Bank Gender/GBV team.

6. PROFILE OF THE CANDIDATE

Education

- Holder of a master's degree or equivalent, in gender, social sciences, law, project management, or any other similar discipline;

Experience

- At least eight years of overall professional experience.
- At least five years of experience in overseeing implementation of GBV prevention, conducting awareness-raising campaigns on women's rights, gender equality and response activities; experience in preventing and responding to SEA/SH and GBV would be an asset will be an added value.
- Good knowledge of the World Bank's environmental and social framework policies, including the Bank approach to SEA/SH risk management, is an asset.
- Excellent knowledge of the guiding principles and ethics that govern working with GBV survivors and good practices in the implementation of SEA/SH prevention and response activities.
- Good experience with safe and ethical GBV data collection, management, and analysis methods.
- Capabilities in situational analysis of GBV issues.
- Experience in developing and facilitating training and capacity building activities.
- High socioemotional intelligence to handle sensitive cases.
- Working experience in humanitarian settings would be a valuable addition to the qualifications for a GBV consultant.
- Good knowledge of national legislation and accountability on GBV as well as women's and children's rights.
- Experience of working in the field of child protection and knowledge on prevention of child sexual exploitation, abuse and sexual harassment would be considered an asset preferred.
- An excellent command of English and a good ability to write reports.
- Knowledge of an additional language locally spoken would be an asset; and
- A good command of computer tools (word processing, spreadsheets, Internet and Intranet, etc.).

Female applications will be strongly encouraged to apply in general.



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7. REPORTING

The Gender/GBV Consultant will report to the Project Director, PMU, DoST. The Consultant will also provide inputs as needed to the GovTech Social focal person. She/he will prepare their monthly/quarterly and annual activity reports as agreed so that the successive integration of all these reports allows the preparation of monthly, quarterly and annual progress reports of the project activities on environmental and social safeguarding aspects. These reports will summarize the achievements of the month, quarter or year and will present the main issues raised and the solutions provided together with the strengths and weaknesses of the actions taken. They will also present the forecast for the following month or quarter. Such reports shall be due no later than seven (7) days, fifteen (15) days and one month, respectively, after the end of each relevant reporting period.

8. DURATION AND ESTIMATE OF SERVICES

The Consultants will be intermittently engaged for seventy (70) person days in a year. The contract will be initially for one year with possible extension based on the consultant's performance and project needs.

9. CONSULTANT'S OBLIGATIONS

The Consultant shall be fully responsible to coordinate and manage his assignment and reporting with the PD/Project Team/ Procurement Consultant (National) with high integrity and ethical behavior. There should not be any conflict of interest while working in the procurement activities and the Consultant should keep all the project information confidential.

10. FACILITIES PROVIDED BY THE EMPLOYER

The Client will provide the following inputs and facilities;

- i. Relevant Reports, studies and information pertaining to the project.
- ii. Office space.
- iii. Printing and dispatching of the reports to be produced.

11. REMUNERATION AND COMPENSATION

The consultant shall be provided with the remuneration and reimbursable benefits as per the contract. The Contract cost shall include Remuneration and Reimbursable, which will be fixed during the negotiation. Remuneration will be paid on the basis of daily rate. The contract will mention a daily rate, which shall include all overhead, social charges, other associated costs and insurance premiums. The payment will be made in Bhutanese Ngultrums.



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12. SELECTION PROCEDURES

The consultant will be selected following the Selection of Individual Consultant method as set forth in the World Bank Procurement Regulations for IPF Borrowers, September 2023.