

TERM OF REFERENCE

TOT TRAINING ON GENDER EQUALITY, PREVENTION OF VAWC INCLUDING ANTI-TIP TO KEY MEMBERS OF COMMUNE CHILD PROTECTION COMMITTEES AND LOCAL GOVERNMENT AT COMMUNE AND DISTRICT LEVELS

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|--------------------------------------|--|
| Project name: | Human Trafficking Prevention for Ethnic Women and Girls in Dien Bien Province |
| Activity code and description | 4.1.1. Conduct ToT training on gender equality, prevention of VAWC including anti-TIP to staff of CPCs and local government at commune and district levels |
| Participants | About 62 members of CPCs at district and commune levels, key community facilitators of HTPWG project in Tuan Giao & Muong Cha, Dien Bien |
| Number of trainings | 02 trainings (01 in Muong Cha and 01 in Tuan Giao) |
| Training time | May 2021 |

1. BACKGROUND INFORMATION

World Vision is a Christian relief and development organization working to create lasting change in the lives of children, families and communities living in poverty. World Vision serves all people regardless of religion, race, ethnicity or gender. As a child-focused organization, WV’s work focuses on children, ensuring they are protected and their basic needs are met.

The Human Trafficking Prevention for Women and Girls (HTPWG) in Dien Bien Province Project funded by Japan Ministry of Foreign Affairs (MOFA) has the overall objective of “Women and girls aged 12 to 30 in Tuan Giao and Muong Cha districts, Dien Bien Province, are empowered to reduce the risks of human trafficking and violence against women and children (VAWC).”

The project will focus on empowering ethnic minority women and girls in order to prevent VAWC and Trafficking in Persons (TIP). It aims to achieve this by helping to improve their economic situation and by promoting women and girls-led social activities as well as an effective administrative framework for prevention against VAWC and human trafficking.

The project consists of 4 outcomes:

- (1) Women (18-30 years old) are empowered to protect themselves and their peers from the risks of VAWC/TIP through participating in activities and meeting together at community centres.
- (2) Girls (12-17 years old) are empowered to protect themselves and peers from the risks of VAWC/TIP through participating in activities.
- (3) Women/girls are empowered through strengthening their economic status.
- (4) Communities are empowered to provide safe environment for women and girls from VAWC/TIP.

The HTPWG in Dien Bien project is approved by Dien Bien province people’s committee at decision No. 441/QD-UBND dated on May 15th 2020. Muong Cha and Tuan Giao district people’s committees have been assigned to work with World Vision Viet Nam to implement the project. Under the project framework, the Women’s Union at district level and the Department of Labour, Invalids and Social Affairs (DOLISA) are a main actors in implementing.

Follow up the designed framework, to strengthen the capacity for members of CPCs with basic knowledge of Gender Equality, Prevention of Trafficking in Persons, HTPWG project support the district women union and DOLISA in Muong Cha and Tuan Giao district to provide a series of ToT trainings on VAWC.

1st year of implementation, the topic on gender equality and gender-based violence was delivered. This year, the project focus more on knowledge of Human trafficking prevention that the members of district and commune child protection, authority officers in target project areas will be fully equipped with comprehensive knowledge and skills to contribute to protect women and girls from violence including human trafficking in their communities.

2. OBJECTIVES of TRAINING

Overall objective: Child Protection Committees (CPCs) and local government at commune and district levels will be equipped with the knowledge and skills on human trafficking to identify the risks of human trafficking and how to act to keep their communities including women and girls safe from VAWGs, focus on TIP.

OUTPUTS/DELIVERABLES

Goals of Training

- Equip knowledge of CPC members in VAWG, focus on TIP: 1) Gender equality, gender-based violence (GBV); related laws/policies/programs in responding to GBV ; 2) Human trafficking and illegal migration: related laws/policies on human trafficking prevention and support victims/potential victims;
- Improving the CPC's knowledge on roles, responsibilities and responses to VAWG included TIP by learning through case studies/good practices and available supporting services for victims/potential victims.

Expectations:

- 62 participants (30 in Muong Cha and 32 in Tuan Giao) included WVV staffs enhanced knowledge of VAWG, focus on human trafficking prevention, related laws/policies/practices; know how to apply trained knowledge in their working area to empower women and girls prevent human trafficking; in which list of key potential trainers for each district will be suggested by the consultant(s);
- At least 80% of learners passed post-test of trained topics;
- A framework messages of communications on TIP will be developed and finalized by consultants and learners;
- Follow up plans to complete its rolling-out training plan in the next month are finalized by 7 commune CPC based on inputs from consultant.

3. SCOPE OF WORK

- In consultation with World Vision Viet Nam to develop hand-out materials, include the training agenda, materials and pre/post-tests and related documents if needed based on the locally context. All of these should be reviewed and approved by the project manager at least 3 working days before the training date.

- Delivery two 3 days-TOT training courses with topics and participants listed above include an half day rehearsal for each training (01 training in Tuan Giao district and 01 training in Muong Cha district) in May 2021

- A training report will be completed and sent to HTPWG project for reviewing and approval within 5 days after each training.

4. TRAINING TIME, PLACE AND CONSULTING FEE CONDITIONS

| No | Deliverables | Total of days | Description | Timeline |
|--------------|----------------------------|---------------|--|---|
| 1 | Develop hand-out materials | 1.5 | 1 days for 1 st training and 0.5 day to review documents after 1 st training (key trainer) | By 10 May for 1 st version and before 1 days of 2 nd training |
| 2 | Delivery trainings | 6 | 06 days 03-days/district * 2 district | 15-25 May 2021 |
| 3 | Reporting | 0.5 | 0.5 day for a reporting/2 training | Within 5 days after trainings |
| Total | | 8 days | | |

- Training places: Muong Cha town in Muong Cha district; Tuan Giao town in Tuan Giao district – Dien Bien province
- Consulting fee rate: According to the frame contract between World Vision Viet Nam and the consultant. The consultant rate includes PIT and meals at the field.
- HTPWG project cover travelling, accommodation for the consultant(s).

5. TRAINING PARTICIPANTS (MUONG CHA AND TUAN GIAO DISTRICTS)

| Participants | Muong Cha (30) | Tuan Giao (32) | Role |
|---|----------------|----------------|--|
| DPC (District Women Union, DOLISA, Youth Union, Police department, DoE (01 staff/agency) | 3 | 4 | Learning, potential trainers, coordination |
| CPC members (Chairman/Chairwoman of Commune People's Committee, Women's Union, Police, DOLISA/cultural officer, Youth's Union officers,...) | 3 | 3 | Learning, potential trainers, |
| Village Development Board | 18 | | Learning, potential trainers, |
| Teachers at Secondary schools | 3 | 8 | Learning, potential trainers, |
| Village Women Union branch/ health workers/ Saving groups, health clubs, key facilitators in village | 0 | 14 | Learning, potential trainers, |
| HTPWG project/AP staffs | 6 | 3 | Learning, monitoring & facilitating the planning |

6. REQUIREMENTS FOR CONSULTANTS

- Proven training experience in gender equality, prevention for violence against women including human trafficking; Practical experience in organizing TOT training for diversity participants, including ethnic community women leaders; work experience with WVV and in Dien Bien;
- Have previous successful track record of being able to meet deadline and complete assignments within the stipulated time-frame;
- Follow World Vision Viet Nam's Child and Adult Safeguarding Policy.

7. WORLD VISION VIET NAM RESPONSIBILITY

- Work with Tuan Giao and Muong Cha district DOLISA, Women Union to approve training plans.
- In coordination with Tuan Giao and Muong Cha district DOLISA, Women's Union to organize, manage and monitor the trainings. Ensuring the follow-ups and action plan after the training
- Review, give comments on and approve the training document, training report submitted by the hired consultant
- Arrange travel and accommodation for the selected consultant(s).

8. MUONG CHA AND TUAN GIAO DISTRICT AREA MANAGEMENT BOARDS, DEPARTMENT OF DOLISA

- Work with HTPWG project to agree training plan
- Coordination for the logistics and invitation related to the participation of participants
- Together with HTPWG officers to ensure the follow up will be followed and supported timely
- Review and give comments for consultant training completion report.
- Report training result and impact to relevant government departments and district people's committees.

9. SUBMISSION OF PROPOSALS:

HTPWG project invites proposals from qualified consultants to implement the assignments. The proposals should include the training schedule, outline of training materials, pre/post-test templates. HTPWG project will follow the WVV's guidance on consultant hiring.

Interested consultants are invited to send your updated CV to the email address: nguyen_thu_huong@wvi.org

Deadline for submission: 13 May, 2021