

TERMS OF REFERENCE

Consultancy service for Adapting Comprehensive Sexuality Education (CSE) Standards in the Vietnamese Context, Developing TOT Manual and Facilitating TOT trainings on CSE

Project: “Protection of girls and boys from cyber bullying and gender-based cyber violence” for the period from 2021-2024

Location: Ha Noi with travels to Kon Tum and Quang Binh provinces

Duration: 1st December 2021 to 28th February 2022

1. About Plan International Vietnam

Founded in 1937, Plan International is a development and humanitarian organisation that advances children’s rights and equality for girls. We strive to advance children’s rights and equality for girls all over the world. As an independent development and humanitarian organisation, we work alongside children, young people, our supporters and partners to tackle the root causes of the challenges facing girls and all vulnerable children. We support children’s rights from birth until they reach adulthood and enable children to prepare for and respond to crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. For over 80 years we have been building powerful partnerships for children, and we are active in over 75 countries.

Plan International has been working in Vietnam since 1993. By June 2019, Plan International Vietnam (PIV) has improved the lives of more than 1,300,000 children, their families and communities from over 131 communes in 10 provinces across the country. Our goal by 2021 is to reach 2 million girls from 1,875 ethnic communities in Vietnam so they can learn, lead, decide, and thrive.

2. Project Background and Objectives

In 2020, approximately 70% of all Vietnamese (68.17 million out of the total population of 96.90 million) had access to the internet and that 65 million people or 67% actively use social media.¹ In 2020, the number of young people in the age bracket from 15 to 24 years is estimated at 15.3 million (15.2% of the overall population)². Internet access has been beneficial for boys and girls as it is for the rest of the population, but at the same time, the use of the internet brings a range of new risks for the safety and security of children. Due to COVID19, more people, including adolescents use the internet for their learning, shopping, entertainment, communicating, doing business and accessing services, which increases the exposure to risks such as trolling, hacking, spamming, and harassment online.

¹ <https://datareportal.com/reports/digital-2020-vietnam>

² https://www.indexmundi.com/vietnam/demographics_profile.html

In that context, it is crucial to propose initiatives to address challenges in capacity, legal framework, social and cultural environment to ensure safety for children on cyber spaces. With the support from Plan International Germany and Plan International Vietnam, Project “Protection of girls and boys from cyber bullying and gender-based cyber violence” from 2021 – 2024 was approved and start to implement from August 2021 at both national and provincial levels in which Quang Binh, Kon Tum provinces are locations of the project. The proposed project aligns well with the “National Plan for Cyber Security and Support Healthy Online Interaction for Children, 2021-2025”, approved by the Vietnam Prime Minister in Decision 830/QĐ-TTg, dated June 1st, 2021.

Objectives

Adolescents aged 10-18, particularly girls and the most vulnerable, are empowered to safely use the internet and social media and protected from all forms of (gender-based) online abuse

(For this proposal we define dimensions of the “most vulnerable” as ethnic minority status, poverty, disability status, LGBTIQ).

To achieve above objective, the project aims to following outcomes/outputs by the end of July 2024:

Outcome 1: Adolescents, particularly girls and vulnerable groups, have enhanced collective agency to protect themselves and others from cyber bullying and gender-based cyber violence.

- Result 1.1: Adolescents, particularly girls and vulnerable groups, have enhanced individual knowledge and skills on CSE, harmful practices and forms of gender - based cyber violence to protect themselves from online abuse
- Result 1.2: Adolescents, particularly girls and vulnerable groups, actively participate in protecting themselves and others from online abuse at schools and communities.

Outcome 2: Families, schools and communities have established protective mechanisms to protect children, especially girls and vulnerable groups, from online abuse.

- Result 2.1: Parents, teachers and child protection service providers understand about types and risks of online abuse
- Result 2.2: Families, schools and communities have enhanced capacity to preventing and responding to cyber protection

Outcome 3: Government authorities, media agencies and IT service providers have effective prevention and response measures to ensure children’s safety on cyber spaces.

- Result 3.1: Adolescent and youth-led initiatives on cyber protection are scaled up by respective stakeholders at provincial and national levels.
- Result 3.2: Government, IT service providers and social media agencies have enhanced capacity, effective systems, procedures and tools to prevent and respond to cyber abuse.

3. Purpose of the Consultancy

3.1 Purpose:

The hired consultant/ team is expected to:

- Adapt Comprehensive Sexuality Education (CSE) standards of Plan International in the Vietnamese context;
- Develop TOT CSE manual for key teachers/facilitators who will roll-out the CSE trainings for students at secondary and high-schools of project locations; and
- Conduct 02 TOT CSE trainings for key teachers in Quang Binh and Kon Tum provinces

3.2 Scope of work:

a. Adapting CSE standards in the Vietnamese context

- Attend 03 online coaching on CSE standards that will be done by CSE/SRHR advisors from Global Hub/GNO
- Propose a plan to adapt CSE standards in the Vietnamese context to CSE/SRHR advisors and PIV
- Adapt these CSE standards, including translation and localization CSE in the Vietnamese context

b. Developing TOT CSE manual for key teachers, with technical support from GH/GNO CSE advisors and Plan team during the process.

c. Facilitating two Training of Trainers (TOT) workshops in Quang Binh and Kon Tum provinces for key teachers on CSE, using the developed manual. Provide the technical support needed to assist key teachers in rolling-out those courses for COC clubs at their schools

3.3 Geographical coverage

The consultancy will be conducted in Hanoi with travels to Kon Tum and Quang Binh provinces to conduct 2 TOT trainings for key teachers

4 Users of the Consultancy

The intended users of this data are the project's beneficiaries (including teachers and students), Plan International Germany, Plan International Viet Nam, project stakeholders, and relevant partners.

Dissemination:

The CSE standards and TOT CSE manual will be printed and delivered to project beneficiaries and project stakeholders. The materials will also be shared among PIV projects and relevant partners for future reference.

5. Ethics and Child Protection

PIV is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with Ethical MERL Framework and our Global Policy on Safeguarding Children and Young People. All applicants should include details in their proposal on how they will ensure ethics and child protection in the data collection process. Specifically, the

consultant(s) shall explain how appropriate, safe, non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The consultant(s) shall also explain how confidentiality and anonymity of participants will be guaranteed.

A risk assessment will be conducted by the safeguarding focal points and the consultant team before implementing the consultancy to mitigate foreseen risks for children, youths and participants in the survey

Level of Contact with Children:

Medium level: *Interaction with children in consultations are required. The consultant must comply with Plan's child protection policy and standards throughout the research process*

6. Key Deliverables

The consultants/ experts are expected to provide the following key deliverables:

- a. CSE standards are adapted in the Vietnamese context
- b. A TOT manual for key teachers to rollout the CSE trainings for students
- c. Two TOT trainings completed in Quang Binh and Kon Tum provinces and reports submitted, including post-training evaluation and impact assessment.

7. Timeline and Estimated Working Days

The consultancy is estimated to be undertaken within **86** working days during the period of December 2021 and to be completed by February 2022. A detailed timeline will be worked out jointly with the consultants after recruitment.

Task/ Deliverable	No. of Working days
Attend CSE trainings facilitated by Global Hub/GNO	03
Adapt CSE standards in Vietnamese context	35
Develop TOT manual on CSE	35
TOT trainings, including TOT preparation	08
Draft Reports	03
Submit final report, including recommendations and plan to provide technical support for key teachers	02

8. Budget

The consultants are required to propose a detailed budget for this consultancy together with the technical proposal, and submit to PIV for review and approval. The budget should include number of working days and daily rate (including tax) for the lead consultant(s) and in-country team members. The consultancy fee does not include traveling, field work and logistic costs that will be paid for directly by PIV.

9. Management

Consultant(s) will conduct the consultancy based on the workplan and methodology agreed with Plan International Vietnam.

Project Coordinator in PIV Country Office will be the focal person to coordinate the consultant hire, work plan, methodology and review reports to ensure the report meets criteria.

Provincial Partnership Managers (PPMs) at Quang Binh and Kon Tum Program Units are focal persons and responsible to coordinate and arrange the field work and logistics for the trainings as well as input comments during finalization of the reports.

10. Qualifications and Experience of the Consultants

PIV is looking for a consultant/expert (or a group of experts) with strong records in conducting evaluation related to community development and empowerment, participatory development and methodologies, asset-based community development, gender-based violence, child marriage prevention, youth activism, particularly in Vietnamese and mountainous, ethnic minority community's context. The consultants/ experts will need respect and credibility within the field, excellent knowledge of developing training materials and participatory training in theory and practice, and a good understanding of policy work.

Required Competencies:

- Demonstrable expertise (5 to 10 years) on community participatory development and empowerment, asset-based community development, community engagement and policy advocacy, GBV , SRHR and children's participation.
- Demonstrated knowledge and experience (5 to 10 years) in conducting need assessments and developing training modules/curriculum, training materials etc. and
- Demonstrated experiences and skills in facilitating stakeholder/working group consultations, trainings and ability to meet deadlines and respond to requests and feedback provided timely and appropriately;
- Knowledge of Vietnam governance and cultural context.
- Knowledge of women's and children's rights: previous experience conducting research with children and vulnerable groups would be considered an asset;
- Excellent and demonstrated understanding of Child Protection and ethical issues in research.
- Excellent written and verbal communication and reporting skills in English.

11. Contact

Consultants/ experts who are interested in taking this consultancy, please submit the proposal package in English via email to: thang.hathiminh@plan-international.org and VNM.Procurement2@plan-international.org

12. Applications

Interested applicants provide a proposal covering the following aspects:

- Detailed response to the TOR
- Proposed methodology
- Ethics and child safeguarding approaches, including any identified risks and associated mitigation strategies
- Proposed timelines
- CVs
- Example of previous work
- Detailed budget for the consultancy includes number of working days and daily consultancy rate (gross, including tax according to the Vietnamese Law) and excludes field-related cost such as accommodation, transport, and other logistics costs in the field.)

The deadline for submitting the proposal package will be **no later than 05:00 PM on 14th November 2021**. Only short-listed consultant groups will be contacted for interview.

Prepared by

Financial Reviewed by

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Approved by

Ha Thi Minh Thang

Project Coordinator

Date: _27/10/2021

Tran Bao Chi

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Date: _28/10/2021

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Date: 28/10/2021

Le Quynh Lan

Vietnam Program Impact &
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Date: _ 28/10/2021

ANNEX 1: CSE standards was initiated, coordinated and developed Plan International. The guidance should be adapted in the Vietnamese context, including following contents:

- Standard 1: Context analysis
- Standard 2: Comprehensive information
- Standard 3: Gender and power
- Standard 4: Positivity and pleasure
- Standard 5: Diversity and non-discrimination
- Standard 6: Age and stage
- Standard 7: Safety
- Standard 8: Educator support
- Standard 9: Participatory, skills-building
- Standard 10: Supportive whole school
- Standard 11: Youth engagement
- Standard 12: Caregivers' involvement
- Standard 13: Service linkages
- Standard 14: Policies and laws