



Mekong River Commission

For Sustainable Development

TERMS OF REFERENCE

1. CONSULTANCY SUMMARY:

Title	International Consultant on Gender Mainstreaming
Consultancy/Staff Type	Special Service Agreement (SSA), type (a) One-time assignment
Division	Office of the Chief Executive Officer (OCEO)
Duration	35 working days from 30 August 2021 to 29 November 2021, with possibility for extension for 2022
Duty Station	Home-based with possible travel to MRC Secretariat and riparian countries
Reporting to:	The subscriber will be working under the overall supervision of the Chief Strategy and Partnership Officer (OCEO), and under the direct supervision of the Stakeholder Engagement Specialist, in consultation with the M&E Specialist and Socio-Economic Specialist
Expected Key Deliverables	<ul style="list-style-type: none"> • Inputs provided to support MRCS divisions (OCEO, PD, ED, TD, and AD) delivering their gender related activities; • Organize and deliver working sessions and trainings on gender mainstreaming at the MRC Secretariat and MCs using the Handbook when required. • Progress report on implementation and monitoring of the MRC Gender Action Plan 2021-2022, as inputs to the 2021 Annual Report relating to Gender tasks and indicators

2. INTRODUCTION AND BACKGROUND

The Mekong River Commission (MRC) was established by the 1995 Agreement on Co-operation for the Sustainable Development of the Mekong River Basin, between the governments of Cambodia, Lao PDR, Thailand and Viet Nam. The role of the MRC is to coordinate and promote cooperation in all fields of sustainable development, utilization, management and conservation of the water and related resources of the Mekong River Basin.

The MRC Secretariat (MRCS) is the operational arm of the MRC. It provides technical and administrative services to the Joint Committee and the Council to achieve the MRC's mission.

The MRC has a vision for an economically prosperous, socially just and environmentally sound Mekong River Basin. Various MRC Basin Development Strategies have prioritized social and economic development inclusiveness, within which gender is a key issue. MRC Gender Policy has the goal to *mainstream gender perspectives in all MRC development efforts, ensuring that all MRC development programmes benefit men and women equally, in accordance with their different needs, and with the input and equal participation of men and women at all levels.*

The MRC Basin Development Strategy 2021-2030, approved by the MRC Council in 2020, has integrated gender & vulnerability as cross-cutting issue in its all five strategic priorities. Gender and vulnerability is mainstreamed through out the MRC planned areas of work outlined in the MRC Strategic Plan 2021-2025. A Gender Action Plan 2021-2025 provides guidance for this mainstreaming work together with how the mainstreaming will be monitored in the planning period. For 2021-2025, gender mainstreaming at MRC focuses on data collection, monitoring, briefings for policy responses, gender analysis of accessibility and opportunities

Explicit gender and vulnerability activities have been defined for most outcomes, with budget allocation, under each Strategic Priority of the MRC SP 2021-2025.

In the MRC Multi-year workplan 2021-2022, 14 gender related tasks have been identified and will be implemented over the period of 2021 and 2022, in relation to MRC functions such as water resources management and planning, flood and drought forecasting and early warning, environmental assets and vulnerable social groups, coordinated operating rules and governance arrangements on dam operations, and gender-responsive organisational development

3. OBJECTIVES OF THE CONSULTANCY

The specific objectives of this assignment to be achieved by Nov 2021 are as follows:

- Provide inputs regarding gender dimension and sensitivity during drafting process of funding application for global funds such as GEF, GCF, AF, etc
- Provide inputs to updated TORs and JDs of MRCS staff
- Support/facilitate discussions on G &V approach and specific training whenever required for MRCS and MCs
- Review the draft report on gender and vulnerability aspects of the water, food and energy nexus in the Mekong Basin and related data/information gaps and plans for filling the gaps, a draft expected in Oct 2021
- Review and inputs on the socio-economic data collection MOUs with Member Countries and other related documents and policy recommendation notes, under DAGAP implementation, expected starting in November 2021
- Support implementation, monitoring and reporting of the GAP 2021-2022 tasks in the MWP 2021-2022
- Support the MRC Secretariat improving its gender mainstreaming as appropriate

4. EXPECTED RESULTS:

Based on the above objectives of the assignment, the followings are the key expected outputs of this consultancy:

1. Better understanding for the MRC Secretariat and its divisions the key aspects of gender and vulnerabilities in water resources management and planning;
2. Better engagement and coordination among the MRCS divisions on gender and vulnerability through workshops, meetings and other exchanges;
3. Gender mainstreaming is achieved in the MRCS workplan and results is reflected in the annual progress reporting; and

DELIVERABLES AND CONCRETE TIMELINES:

A tentative schedule of key deliverables is provided below. The exact schedule will depend on the timing of the contracting with the successful candidate, but it is anticipated that the assignment will take place from 03 August 2021.

No.	Deliverables	Day	Deadline
1.	Draft 2021 Report on Gender Action Plan implementation as inputs for the AR 2021	5	30 Nov 2021
2.	Working sessions and trainings for MRCS and MCs on Handbook	10	30 Oct 2021
3.	Inputs and suggestions to divisions for implementing division’s gender related activities following MRC Gender Action Plan 2021-2025 and MRC Multi-Year Workplan 2021-2022	20	Quarterly

6. REQUIRED TASKS AND RESPONSIBILITIES:

Required tasks and responsibilities for the subscriber are summarized below:

- Review key MRC related documents such as, but not limited to, the Basin Development Strategy 2021-2030, Strategic Plan 2021-2025, MRC Gender Policy, Gender Action Plan 2021-2025, Mekong River Basin Indicator Framework, State of Basin Report 2018;
- Review relevant MRC reports on vulnerabilities such as, but not limited to Social Impact Monitoring and Vulnerability Assessment in various editions, the MRC Council Study on Sustainable Management and Development of the Mekong River including Impacts of Mainstream Hydropower Projects, and other reports/studies on sustainable hydropower development, ground water use and management, climate change vulnerability, fisheries and other related subjects;
- Review reports and studies by other partners on gender and vulnerability in the Mekong Basin;
- Liaise with relevant partners and stakeholders including Development Partners, Civil Society Organizations, to explore data and information on gender and vulnerability, and cooperation opportunities to better understand gender and vulnerability issues, and capture relevant knowledge, data and information;
- Provide inputs and suggestion to MRCS Divisions on relevant reports and activities relating to gender and vulnerability aspects of water, food and energy security, data availability and gaps, and collection needs; and
- Support implementation, monitoring & evaluation and reporting to ensure gender dimension sensitivity being implemented as cross-cutting issues in MRC core funtions.

7. PAYMENT MODALITY:

Payment will be made upon satisfactory delivery of outputs as follows:

Milestones	Payment proportion	Timeframe
Contract signing	15%	August 2021
Draft 2021 Annual Report on Gender	20%	Nov 2021

Recommendations and inputs to strengthen Gender Mainstreaming at MRC Secretariat towards achieving gender goals in the relevant workplan, action plan, and the MRC SP	40%	Nov 2021
Working sessions and trainings for MRCS and MCs	25%	Oct 2021

Note: Consultancy rate is defined by the MRCS consultancy rate policy and the level of consultancy. MRC is a tax-exempted agency for the work done for the MRC. Consultant, in case mission is required, will be covered with a return ticket to and from the assigned duty stations with a daily related subsistence allowance of 75% of the UN for the mission days

8. INTELLECTUAL PROPERTY RIGHTS:

Intellectual property rights - IPR: Information, data, database, knowledge resources in the forms of briefings, reports, proceedings, articles, essays, etc. issued by and for the MRCS will be the MRCS property.

Any utility, announcement and disclosure that are without MRCS highest levels of authority' permission is considered illegal and will be charged by relevant local and international legal procedures.

9. DECLARATION OF NON-FRAUDULENCE AND PROTECTION OF PERSONAL DATA:

The Subscriber shall adhere to the MRC's relevant rules and regulations of the MRC on personal data protection, business exclusion, and fraud prevention and anti-corruption principles, and shall be under strict disciplinary measures should any violation occurs.

10. WORKING ARRANGEMENT:

Communication Line: The subscriber will be working under the overall guidance of the Chief Strategy and Partnership Officer, the Stakeholder Engagement Specialist and the Socio-Economic Specialist.

11. QUALIFICATIONS AND REQUIREMENTS:

- Advanced degree (Master/ Doctoral degrees or equivalent minimum) in Anthropology, Social Sciences, Economics or other relevant fields;
- Minimum 10 years experiences in gender, social and economic, and poverty analysis;
- Specific knowledge and experience in international development cooperation, policy analysis and advocacy;
- Specific knowledge and experiences with relevant international agreements and practices on gender and vulnerability and the United Nations Sustainable Development Goals (SDGs);
- Good understanding of gender and vulnerability aspects of the water, food and energy nexus in the Mekong Basin
- Good knowledge and practical experience in data collection and analysis
- Good report writing skills
- Experience in policy recommendations and briefings
- Excellent inter-personal skills and team work;
- Fluency in English, verbal and writing and strong analytical skills; and

- Compliance with all MRC's Rules and Regulation Regarding Consultancy Management and Contract Monitoring and Closure.

12. SIGNATURE BLOCK:

MRCS:

Full Name: Dr. Anoulak Kittikhoun

Title: Chief Strategy and Partnership Officer

Signature: _____

Date: _____

Subscriber:

Subscriber's Full Name: _____

Subscriber's Signature: _____

Date: _____