

Terms of Reference (ToR) for

Final Evaluation of “Initiative to End Gender-Based Violence in the Garment Industry”

Background

Shojag (awaken), a coalition consisting of Naripokkho, Christian Aid, Bangladesh Legal Aid and Services Trust (BLAST), and SNV have been implementing “An Initiative to End Gender Based Violence in the Garment Industry” since September 2017. The Project aims to reduce gender-based violence (GBV) in the garment industry by raising awareness, strengthening the capacity of accountable private and public bodies, protecting the rights and legal entitlements of female workers and engaging factories towards promoting systemic changes across the garment sector. This 2.5-year project which will end in February 2020 is funded by Global Fund for Women. The total budget of the project is USD496K. As per standard practice and project requirement, an initiative has been taken to conduct a final evaluation of the project by an external consultant. This ToR explains different aspects of the assignment and consultant recruitment processes.

Purpose of the evaluation

The purpose of the final line evaluation is to capture the contribution of the project to reduce gender-based violence (GBV) in the garment industry, particularly in the project areas.

Key audiences of the Report

The Shojag coalition members (Naripokkho, Christian Aid, BLAST and SNV) and Global Fund for Women are the key audience of this report. Garments owners of the selected garments, BGMEA, relevant government department (DIFE) and other relevant stakeholders are also expected to benefit from this evaluation report. In addition, there will be a project closing event at the national level where the key findings of the evaluation will be shared.

Objective of the evaluation:

The overall objective of this final evaluation is to understand whether the intended objectives of this project have been achieved as planned. The evaluation also aims to assess the project performance following OECD/DAC Criteria (Relevance, Effectiveness, Efficiency, Impact and Sustainability).

Evaluation Questions:

The following questions will be addressed in the final evaluation of the project:

1. To what extent the project has achieved its targeted objectives?
2. How was the performance of the following OECD/DAC Criteria (Relevance, Effectiveness, Efficiency, Impact and Sustainability)?
3. What are the lessons learnt?
4. What should be the future direction of work to reduce gender-based violence in RMG sector?

Methodology of the Evaluation:

The consultant will propose the appropriate methodology. However, given the nature of the problem and the type of stakeholder the project deals with, the Shojag Coalition encourages that a mixed method is applied. In the baseline study, data were collected from both control and intervention group, thus, the proposed sampling strategy and sample distribution techniques should consider both control and intervention groups. However, sample size calculation should follow scientific process to compare among two groups (control and intervention) and two periods (baseline & end line) and to draw statistical inference.

Outputs/ Deliverables of the evaluation

- An inception report with a work plan and revised methodology, data analysis strategy (within 7 working days of the contract signing).
- A verbal and written presentation of the findings (after first draft of the report).
- An evaluation report (not more than 30 pages; excluding annexure) following the given structure.
- A 2-3 page summary report (with non-technical term) for larger dissemination
- All analysis, notes, translation/ transcription of KII, FGD and case studies
- Raw and cleaned database of the quantitative

Responsibilities of the Parties:

The Consultant: The consultant in consultation with Christian Aid will lead the field research (data collection, meeting with stakeholders etc.), present findings, drafting reports. Before writing the report, the consultant is expected to share a tentative structure of the report and get approval from Christian Aid. The consultant is expected to ensure quality of the report with appropriate language, insights and observations based on provided data and provide the statistical clarification of the analysis.

Christian Aid: With the support from coalition members, Christian Aid will provide and arrange all logistics required to carry out this assignment. In addition, Christian Aid will collect and/or organize all required documents and share with the selected consultant. Christian Aid will also coordinate and provide feedback on the methodology, inception report and draft of evaluation report.

Coalition Members (Naripokkho, BLAST, SNV): Coalition members are expected to provide support in sharing relevant documents, contacts of key stakeholders, help to communicate and set up discussions with Shojag Sathi's and factory management. Similarly, respective project staff of all coalition members are also expected to read through the draft report (including inception report) and provide feedback to improve the quality of the report.

Indicative time frame:

The entire assignment will be carried out within 50 working days over the period of two months starting from October 2019 and finishing by 20 December 2019. The consultant is expected to detail out this in the technical proposal.

Competency Requirements:

Qualification and Experiences

- Proven experience in evaluation of coalition lead project.
- Technical knowledge on gender issues in Bangladesh.
- Significant professional experience in applying mixed methods, particularly in project evaluation.
- Relevant academic background of the Team leader (overseas degree on gender studies will get preference).
- Excellent analytical, interpersonal, communication and reporting skills.
- Excellent written and spoken English.

Knowledge and Skill

- Experience working with RMG factories.
- Experience on conducting similar evaluation.
- Quantitative and qualitative data analysis.
- Knowledge and understanding of gender-based violence and other form of discriminations
- Understanding of empowerment and advocacy approaches in development.

Proposal Submission Guidelines:

Outline of the Technical Proposal: It is expected that the technical proposal covers the following section;

- Understanding of the ToR and the task to be accomplished (direct copy and paste from ToR may result in disqualification).
- Methodology (methods for data collection, sampling design and strategy, data collection, data processing & analysis, data quality)
- Work Plan
- Proposed team with CV(s)

Financial Proposal needs to have the following breakdown:

- Consultancy fees of the team members
- Field research (related to data collection, enumerators fee, travel, food, accommodation, printing questionnaire/ renting tabs for data collection)
- Data processing & analysis cost, Communication etc
- Overhead (if any/ submitted by any consultancy agency)

Submission Guideline:

Interested individuals / Consulting agencies are requested to submit their technical proposal and financial proposal along with TIN certificate/VAT registration (if application), and one sample of previous work related to this assignment (project final evaluation) on or before October 26, 2019, via email Bangladesh-jobs@christian-aid.org with the subject

line “ Final Evaluation of Initiative to End Gender-Based Violence in the Garment Industry.”

How we will make the decision:

Criteria	Weighting
Understanding of ToR (including proposed methodology)	50%
Relevant experience and skills of the proposed team members (not more than 3)	30%
Availability and Budget	20%

Confidentiality:

All the outputs e.g. reports, documents, information etc. produced by this assessment will be treated as Shojag Coalition’s intellectual property and the mentioned outputs or any part of it cannot be sold, used or reproduced in any manner by the assigned organization/ individual without prior permission from all Shojag Coalition members.

Key Dates (Indicative)	
Proposal submission	26 October 2019
Meeting with shortlisted consultant	28 October 2019
Final Selection	29 October 2019
Contract Signing and start of the assignment	05 November 2019
Inception Report	12 November 2019
Presentation on the key findings	2 December 2019
First Draft of the report	10 December 2019
Finalize the report	20 December 2019

Project Brief

Background:

Women form an overwhelming majority (85%) of the RMG workforce in Bangladesh. However, efforts to protect their rights in the workplace are relatively low. Women accept jobs under harsh and challenging conditions, being subjected to discrimination on many fronts, including sexual harassment, denial of maternity leave or benefits.¹ In a writ petition (WP No. 5916, 2008), the Supreme Court gave a judgment mandating all private and public bodies to ensure prevention and protection against sexual harassment in the workplace which is binding on all authorities and private bodies (Constitution Article 112). However, in the absence of specific directives to the Ministry of Labour and Employment, and with the judgement provisions not being incorporated into any statute, compliance with the guidelines has been low. Despite efforts being made, various forms of GBV, including physical violence, sexual assault, psychological abuse, and economic abuse are still widespread at factories, places of residence and also during commutes particularly in public buses and streets where 70% of women face harassment.² The root causes of GBV in the RMG sector are: a. power imbalance due to gender inequality and discrimination as a result of patriarchal societal attitudes, practices and norms and b. the majority of women are young rural migrants from economically and socially marginalized communities. The basic needs of working women are often inadequately met, and they experience embarrassment, inability to concentrate on work, a decline in productivity, fear, anxiety and depression as a result of harassment which often go unreported. The project will address the root causes and unequal power relations by raising awareness, strengthening structural mechanisms to protect and prevent and by providing support mechanisms to report and seek assistance in cases of GBV. The proposed strategies of this project are:

- Addressing sexual violence and sexual harassment occurring in the working places, work place hostels or dormitories, or on the commute to/from work.
- Focusing on protection of human rights; prosecution of offenders; prevention of violence; and/or provision of services to survivors.
- Seeking to create change in one or more of the following domains: to increase individual awareness and agency; to increase individuals' access to services and information; to change gender norms; and to change policies and laws and/or ensure their implementation
- Using a holistic approach and engaging stakeholders from multiple sectors to create systemic change
- Advocacy and media campaigns
- Promoting women's leadership at all levels.

¹ Asian Development Bank and the International Labour Organization, Regional Office for Labour and the Pacific, "Bangladesh Looking Beyond Garments-Employment Diagnostic Study",

<https://www.adb.org/sites/default/files/publication/190589/ban-beyond-garments-eds.pdf>

² https://globaljournals.org/GJHSS_Volume16/4-Trendsand-Patterns-of-Violence-Against.pdf

Key activities of the Project:

- Providing training of 102 HRDs on human rights & gender sensitivity, leadership, VAW, & refresher trainings
- Awareness building sessions and refresher sessions for female garment workers on human rights and VAW
- Organizing multi-stakeholder seminar at district level & National level seminar
- Dialogue with garments factory mid-management (Welfare Officer, Floor Supervisor and HR) on
- Introducing systems and practices, human rights, gender, VAW, gender sensitivity and legal rights
- Introducing & improving and strengthen mechanisms, policies and procedures
- Providing legal aid services to women garment workers
- Providing psychosocial counselling to survivors
- Conducting legal aid camps
- Monitoring VAW using mobile app
- Developing and printing IEC materials: leaflets, information cards & posters

Working Area

Name of the garments and their addresses are below;

- 1) Annesha Style Ltd- Khejurbagan, Boro Ashulia ,Savar,Dhaka- 1341.
- 2) Millennium Textile (Southern) Ltd- Bara Rangamatia, Ashulia Savar, Dhaka- 1341.
- 3) Fashion House (Southern)- Bara Rangamatia, Ashulia Savar, Dhaka- 1341
- 4) Comfit Composite Knit. Ltd- Vannara Road, Purbo Mouchak, Kaliakoir, Gazipur- 1751
- 5) MG Niche Stitch Ltd- Doguri, Mirjapur, Gazipur Sadar, gazipur
- 6) Interstoff Apparels Ltd- Chandra, Kaliakoir, Gazipour
- 7) Mohammadi Kint Star Ltd-1/219, Mahona Bhabanipur, Gazipur Sadar, Gazipur