



Ministry of National Planning Housing and Infrastructure
Republic of Maldives

TERMS OF REFERENCE
INDIVIDUAL CONSULATANCY

CONSULTANCY TO DEVELOP A GENDER EQUITABLE GUIDELINE
FOR THE NATIONAL DISASTER MANAGEMENT AUTHORITY

(Reference: MV-MONPI-260839-CS-INDV)

MALDIVES URBAN DEVELOPMENT AND RESILIENCE PROJECT

A. PURPOSE

The purpose of the consultancy is to develop a gender equitable guideline for the National Disaster Management Authority.

B. BACKGROUND

The Maldives Urban Development and Resilience Project (MUDRP) supported by the World Bank (WB) seeks to enhance urban services in selected cities in Maldives and strengthen the Government's capacity to provide effective response to disasters. The project has four components which are implemented by the Ministry of National Planning, Housing and Infrastructure (MNPHI), Housing Development Corporation (HDC) and the National Disaster Management Authority (NDMA).

The Subcomponent 1.2 Strengthening Emergency Response Systems will aim to enhance the Government of the Maldives' (GoM) capacity in Emergency Preparedness and Response (EP&R) by supporting the establishment and operationalization of the National Emergency Operations Plan (NEOP) through the establishment of an Emergency Operations Coordination Center (EOCC) within the National Disaster Management Authority (NDMA). When activated, the center will be used to perform the following functions: (a) Information and communication management including public information and media management; (b) Coordination with stakeholders to ensure efficient and effective response; (c) Resource Management and Coordination; and d) Liaison with external organizations including UN and other international and national non-governmental organizations and private sector entities. To efficiently coordinate disaster and emergency response, the EOC will consist of, among other things: a community incident reporting system; a GIS system with data and information essential for efficient emergency response coordination; a call center function; and a coordination system based on Standard Operating Procedures (SOPs). The Center will be connected to all the key agencies involved in EP&R at national, atoll and island levels, including but not limited to the Maldives National Defense Force (MNDF), the Coast Guards, the Fire and Rescue Service, the Maldives Meteorological Service (MMS), the Health Emergency Operations Center (HEOC) at the Ministry of Health and local government bodies.

The establishment of functional Emergency Operation Coordination Centre (EOCC) is a core element in any national effort to respond to disasters that affect the country. A close relationship with the MMS and other ministries with hazard-specific expertise will be required to ensure 24/7

situational awareness and early warnings of potential events. This project will provide support for the establishment of a fully operational EOC.

C. OBJECTIVES OF ASSIGNMENT

Disasters and emergencies do not affect everybody equally. It is evident that disasters, both natural and man-made, impacts different groups, including women and girls differently. The level of vulnerability and gender equality are key determinants of which groups are worse affected. Global research indicates that women are 14 times likely than men to die.

The objective of the assignment is to support the National Disaster Management Authority to formulate a gender equality guideline on emergency response. The consultant will look at existing legal framework, policy documents, plans including the National Emergency Operations Plan and lessons learnt from past emergency response operations to recommend ways to mainstream gender equality in emergency response to ensure protection and empowerment of women and girls. Additionally, the guideline should propose targeted action that can be implemented after undertaking a gender analysis during emergency response phase

D. OVERALL RESPONSIBILITY

Under the guidance of NDMA and MNPHI-MUDRP PMU the consultant will lead the development of the gender equality guideline in consultation with key government sectors, agencies and taking into consideration international best practice. The tasks undertaken by the consultant include, but are not necessarily limited to, the following;

- i) Conduct a desk review of existing documents and reports, including the National Emergency Operations Plan and conduct consultations with key stakeholders to assess the achievements, document lessons learnt and identify the key challenges and gaps relating to gender mainstreaming in emergency response operations. Areas under this analysis will include:
 - a. Understanding of types, intensity and frequency of natural disasters facing the Maldives and the differentiated impacts it may have on different social groups;
 - b. assessing the awareness of NDMA staff of the vulnerabilities women experience during disasters and the steps required to mitigate such risks;
 - c. assessing dominant ideals of masculinity and femininity in reference to response to disasters;
 - d. assessing women's decision-making roles and responsibilities in local councils' Disaster Risk Reduction (DRR) committees, formulation of localized Disaster Management Plans, and in the preparation of community incident reporting systems. This work will also contribute towards the citizen participation plan to help identify additional opportunities for women's participation and leadership in disaster preparedness and response;
 - e. identifying the best approaches within the context to ensure targeted consultations and outreach to women through information, education, and communication materials during DRR; and
 - f. identify specific areas that should be included in training material and method of delivery to increase capacity of women to respond in emergency simulations and drills.
 - g. Quality of gender disaggregated data collected for DRR.
- ii. Submit an inception report including a timeline for the drafting of the gender equality guideline
 - i. Conduct consultations with key stakeholders, government ministries, agencies, local and international organizations working with NDMA.
 - ii. Provide a first draft of the guideline for comments and feedback. The guideline should

cover the following key areas

- a. A tool to undertake a rapid gender analysis during emergency response
 - b. Identify minimum commitments that should be met by NEOC clusters as per NEOP and other key humanitarian actors to ensure that adequate and efficient services and assistance is provided, with attention to users' safety, dignity and equal access.
 - c. Develop strategies to ensure women and girls actively participate, and are empowered to choose how to participate, in decisions on how to meet their humanitarian needs eg: communication of DRR information to women, collection of gender disaggregated data, access to services (sexual and reproductive health, gender based violence, livelihoods etc), humanitarian aid etc during emergency relief and recovery phase.
 - d. Recommendations for capacity building of NDMA staff around vulnerabilities experienced by women and girls and steps required to be implemented to reduce their vulnerabilities.
 - e. Propose targeted actions and interventions to combat Gender Based Violence during emergency response and recovery operations.
- iii. Develop a Training package to train emergency responders on gender equality minimum commitments and targeted actions.
 - iv. Incorporate comments and lead a validation workshop to finalize the gender equality guideline
 - v. Train a pool of trainers that can undertake trainings for emergency responders

E. DELIVERABLES

- i. Inception Report: The inception report shall include documents reviewed, workplan and methodology and possible risks that might hinder progress and mitigation measures to overcome risks
- ii. Gender Equality Guideline: Draft gender equality guideline that covers the areas identified in the ToR and in the inception report.
- iii. Validation work: Validation workshop to finalize the guideline after incorporating comments and feedback
- iv. Training Package to train emergency responders on the gender equality guideline
- v. Train a pool of trainers that can undertake the training

F. DURATION OF CONSULTANCY

This assignment will approximately take 10 weeks (70 working days).

G. KEY EXPERTS REQUIRED

- i. At least 7 years of progressively responsible professional experience working on gender responsive policy, planning and programming and gender equality related matters
- ii. Master's degree in gender studies, social sciences/public policy or other relevant fields

- iii. Extensive knowledge and experience on the subject matter and developing of national gender equality policies with or for government agencies, particularly focusing on gender and diversity
- iv. Understanding of the gender equality environment in the Asia-Pacific Region
- v. Excellent command of the English language (both written and spoken) and effective communication skills.