

**TERMS OF REFERENCES
(TOR)**

PROFESSIONAL SERVICES WITH ORGANIZATIONS

SERVICE: Baseline Study of Royal PNG Constabulary's Prevention and Response to Gender-Based Violence (GBV) in Papua New Guinea
Data Collection and Analysis

AGENCY NAME: UNDP Papua New Guinea

COUNTRY: Papua New Guinea

1) GENERAL BACKGROUND

Introduction

The purpose of this Terms of Reference is to request for proposals from organisations or individuals interested in and capable of undertaking a baseline survey to support the development of a specific curriculum for the Royal Papua New Guinea Constabulary (RPNGC) to support their prevention and response to Gender-Based Violence (GBV).

GBV Definition

There is no single internationally accepted definition for GBV as such. The Convention on the Elimination of all forms of Discrimination Against Women (CEDAW) defines gender-based violence as "violence that is directed towards a woman because she is a woman or that affects women disproportionately". The UN Declaration on the Elimination of Violence against Women (1993) uses "gender-based violence" as part of the definition of "Violence against Women (VAW)". For the purpose of the proposed assignment the definition of the term GBV is that offered by the United Nations Declaration on the Elimination of Violence against Women, 1993

"violence against women means any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women, including threats of such acts, coercion or arbitrary deprivation of liberty, whether occurring in public or in private life."

Using GBV (vis-à-vis VAW) also allows for deeper analysis and exploration of the root causes of violence which are gendered, often entrenched in unequal gender relations and discrimination. Thus, GBV can apply to women and men, girls and boys, while the focus here would remain on women and girls since it is they who are overwhelmingly affected. It is as a result of gender discrimination that women and girls have fewer options and fewer resources at their disposal to avoid violence and to seek justice.

Background

The United Nations in Papua New Guinea's Annual Work Plan for 2010, includes a component to support various activities in the area of prevention and response to GBV, and support to building the capacity of the services of the RPNGC to

prevent/respond effectively to GBV is one important area of the work plan. This will include the development and maintenance of effective partnerships between RPNGC and other agencies/NGOs with a role in preventing/responding effectively to GBV.

2) OBJECTIVES OF THE ASSIGNMENT

The overarching objective of this assignment is to undertake a baseline study of the RPNGC's structure, attitudes, policies and practices, capacity building and training programmes in support of prevention and RPNGC's responses to GBV in Papua New Guinea.

The baseline study is in support of a long-term goal to enhance the services of the RPNGC for building safer communities free from GBV. Specific goals are:

- i) To increase RPNGC capacity across Papua New Guinea to prevent/respond effectively to GBV.
- ii) To develop and maintain effective partnerships between RPNGC and relevant government agencies, NGOs, churches, community leaders/organisations to prevent/respond effectively to GBV in Papua New Guinea.
- iii) To build and strengthen trust and confidence of people in the RPNGC.

The baseline survey will benefit from a human rights needs assessment of the RPNGC which will run in parallel and to be managed by the RPNGC and the Office of the United Nations High Commissioner for Human Rights. The selected consultant(s) for this assignment will be expected to work closely with those working on the human rights assessment.

3) SCOPE OF WORK

Baseline Survey

The baseline survey will include individual interviews and surveys/focus groups with the RPNGC, some agency/NGO staff/members and with a number of representative communities to assess the extent of the capacity and services required of the RPNGC. Findings from the survey are expected to provide and support the development of a comprehensive package of training curriculum for the RPNGC, as well as a benchmark to measure the performance and effectiveness of the training curriculum.

Survey Baseline components

The survey will attempt to identify in a methodologically robust manner the following:

A. RPNGC Information

1. Current level of reported GBV cases to the RPNGC
2. Current policy and practice arrangements for dealing with RPNGC Officer as GBV offenders
3. RPNGC attitudes to receiving reports of GBV
4. History of RPNGC partner relations with groups/NGOs working on GBV
5. Current state of RPNGC's GBV training
6. Current RPNGC protocols and general processes and procedures, record keeping for dealing with GBV
7. Any history of change around RPNGC practices on prevention/responding to GBV
8. Current RPNGC leadership practice around GBV
9. Current state of RPNGC prosecution of GBV including levels of case withdrawal, levels of prosecution against reporting and the overall number of offenders being held accountable for their actions
10. Current interface between RPNGC and alternative justice mechanisms (if any).

B. GBV Information

1. Historical and current levels of GBV reported to key NGOs working on GBV
2. Based on available data, some assessment of the prevalence of GBV in PNG
3. Conduct a small qualitative survey of GBV victims to identify broad trends in attitudes towards GBV and reporting to the RPNGC
4. Identify policy and other contribution of key NGOs to deal with and reduce GBV
5. Undertake a general assessment of levels of social acceptance and cultural tolerance towards GBV based on the qualitative survey and available data
6. Current Government policy and practice arrangements directed or associated with GBV
7. Current state of legislative arrangements in relation to GBV including compliance with international frameworks
8. Current state of any alternative approaches (village justice) to GBV
9. Review medical and death records indicating levels of GBV and reporting of GBV
10. Review support of key religious organisations towards GBV

Research/Survey Requirements

The research needs to be conducted using established methodologies.

The research must ensure meaningful engagement, relevance, validity of the process and outcomes through partnerships with RPNGC, relevant Ministries and key NGOs working in this field in Papua New Guinea.

A balance needs to be struck between using existing data, completing additional research and cost. The provision of an indicative budget against the research priorities is desirable.

As this is a baseline survey all work needs to be completed with a view to future replication to assess changes and improvements and also recommend some indicators to measure progress of future interventions.

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration: August 2010 – mid-October 2010

Duty Station: Port Moresby, Papua New Guinea

Expected places of travel: Selected towns in at least 3 provinces in Papua New Guinea

5) FINAL PRODUCTS

1. Electronic copy of Baseline Research Report (in pdf) with one hard (paper) copy.
2. Electronic and hard copy of data and information gathered during the research

6) DEGREE OF EXPERTISE AND QUALIFICATIONS

Experience and knowledge required

The successful provider will have the following experience and qualifications:

- Proven experience conducting primary research on development issues, including gender and development, GBV mainly in the context of Papua New Guinea or the Asia-Pacific region
- High and timely quality research and evaluation skills
- Demonstrated track record in providing quality community development advice to similar projects and programmes in Papua New Guinea or the Asia-Pacific region
- Knowledge of policing issues generally and in a Pacific context, and context of Papua New Guinea an advantage
- Knowledge of GBV and efforts and initiatives to reduce GBV and evaluation of the same
- Networks on GBV in Papua New Guinea and the Pacific an advantage
- Specialist knowledge in development issues within Papua New Guinea an advantage
- Relationship management skills
- Knowledge of Tok Pisin an advantage
- Fluent in written and spoken English

Interested research institutions/consulting firms/ are encouraged to form research teams from multi-sectoral disciplines for the survey.

7) GENERAL TERMS & CONDITIONS

- a) Submitted offers will be reviewed to determine compliance with the criteria/requirement included in the TOR. Examples of formal requirements may include, but not limited to, the following:
- The offers must be submitted within the stipulated deadline;
 - The offers must meet the required offer validity;
 - The offers have been signed by the proper authority; and
 - The offers include requested organization's/company's documentation, including documentation regarding the organization's/company's legal status and registration.
- b) No additional support services or cost reimbursement will be provided outside of the amount agreed upon in the contract.
- c) The data, study report and findings will be treated as jointly UNDP and RPNGC property. The reports or documents or any part, therefore, cannot be sold, used, or reproduced in any manner without the prior written approval of UNDP.
- d) Information related to evaluation of proposals and recommendations concerning awards shall not be disclosed to the organizations who submitted the proposals or to other persons not officially concerned with the process, until the winning organization has been awarded the contract.
- e) The proposal shall be valid for 90 days from the deadline for submission. UNDP will make its best effort to select a company/organization within this period.
- f) The cost of preparing a proposal and of negotiating a contract, including any related travel, is not reimbursable nor can it be included as a direct cost of the assignment.
- g) The price component must contain an overall quotation in a single currency, either PNG Kina or in US Dollars. If you opt for the latter and for evaluation purposes only, your proposal will be converted into PNG currency using the United Nations rate of exchange in effect on the date submissions are due.
- h) The proposals must be received by UNDP at the following address on or before Friday, 23rd July 2010 at or before 1700 hrs PNG time.

UNDP, PO Box 1041, Port Moresby, Papua New Guinea or via fax (675) 321 1224 or via e-mail with subject line as: "RPNGC Cooperation on GBV with UN" to Amelia.k.siamomua@undp.org

Any proposal received after this date may be rejected. UNDP may, at its discretion, extend the deadline for the submission of proposals.