



Gender Equality Department  
Ministry of Labour-Invalids  
and Social Affairs



## TERMS OF REFERENCE

---

TOR reference number	<b>TOR-VNM-2020-048</b> <i>Please refer to this number in the application email</i>
Title	<b>National Consultant on Gender Responsive Budgeting [team member]</b>
Purpose	In working closely with two consultants [one international consultant on financing for gender equality and one national consultant on Vietnamese finance policy] to develop a briefing paper on financing for gender equality, to inform the development, implementation and monitoring of the coming National Strategy for Gender Equality 2021-2030
Duty Station	Home-based and attend the technical meetings in Ha Noi
Contract duration	From 15 August to 15 Nov 2020 with maximum 18 working days
Contract Supervision	Programme Specialist - UN Women Viet Nam Office
Application deadline	4 August 2020

---

### I. BACKGROUND

Viet Nam was one of the first countries to sign the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW) in 1980 and ratified it in 1982. The principle of substantive equality is now enshrined in Article 26 of the 2013 Constitution: “Male and female

citizens have equal rights in all fields. The State shall adopt policies to guarantee the right to and opportunities for gender equality.”

Over the past decade, the country has made huge strides in reforming its legal and policy frameworks to guarantee equality and non-discrimination between women and men in line with CEDAW. The Law on Gender Equality (GEL), adopted in 2006, is considered a landmark piece of legislation in this regard. It defines gender equality and gender-based discrimination for the first time and sets out specific measures for achieving gender equality. The Law on Domestic Violence Prevention and Control, reinforced in 2007, is another significant piece of legislation acknowledging violence against women by intimate partners as a punishable offence for the first time.

Viet Nam’s gender equality commitments are also embodied in National Strategies and Action Plans put into place to promote gender equality and the advancement of women since the Fourth World Conference on Women in Beijing in 1995. The National Plan of Action for the Advancement of Women (1997-2000) was the first of this kind. It was followed by a National Strategy for the Advancement of Women for the 2001-2010 period, supported by a second and third National Action Plan (2001-2005 and 2006-2010). The current National Strategy for Gender Equality (NSGE 2011-2020) is a sectoral strategy that is part of the government’s primary planning document, together with the ten-year Socio-Economic Development Strategy and the five-year Socio-Economic Development Plan (SEDP). The current NSGE 2011-2020 sets as its target that, “By 2020, substantive equality between men and women is ensured in opportunity, participation and benefits in the political, economic, cultural and social domains, contributing to fast and sustainable national development.” The Strategy focuses on promoting women’s political participation and leadership, narrowing gender gaps in the economic domains, raising the education level of women, promoting gender equality in access to healthcare services, promoting gender equality in and through media and communication, ensuring gender equality in family life and strengthening the institutional capacity of the government to effectively promote gender equality.

An important question is whether these legislative achievements in gender equality have translated into substantive changes, and if not, what are the barriers for that. Over the last few decades, Viet Nam has indeed made significant progress in improving its population’s well-being in general and reducing gender disparities, including those related to the significant achievement on positive changes in gender equality in primary and secondary education. Viet Nam is often viewed as a leader in gender equality and is recognized as having in place a fairly comprehensive policy and legislative framework to support gender equality and women’s empowerment. Despite these achievements, gender inequality and discrimination persist, exacerbating other forms of disadvantage and disparity, and hindering overall development. Insufficient funding has been identified as one of the barriers for adequate implementation of gender equality commitments. A UN Women global review in 2017 showed that 80% of the action plans on gender equality are underinvested for their implementation. In Viet Nam, the annual report on

the implementation of the national gender targets identified the need for increased financial resources for the National Strategy on Gender Equality 2011-2020.<sup>1</sup>

The current NSGE of Viet Nam will end in 2020 and the country is developing the next National Strategy on Gender Equality for the period 2021-2030. As one of the main policies to advance gender equality and the empowerment of women in Viet Nam, the next NSGE will strategically outline the priority national target areas, including monitoring and evaluation framework to address gender inequality towards 2030, including policy and program measures as means of implementation.

As a country strongly committed to the implementation of the 2030 Agenda for Sustainable Development, the gender responsive implementation of the Agenda presents an enormous opportunity for Viet Nam to achieve gender equality and the empowerment of all women and girls as well as the realization of their full enjoyment of all human rights. Accordingly, the new NSGE 2021-2030 will require continued attention to the implementation of outcomes of major United Nations Conferences and Summits, including the Beijing Declaration and Platform for Action and the Programme Actions of the international Conference on Population and Development, as well as sustained implementation of international rights treaties, including CEDAW.

The development of the NSGE 2021-2030 will happen within a new context when financing for development - including financing for gender equality - is shrinking due to the reduction of ODA in the country. This will require an internal financial investment for gender equality that does not rely heavily on ODA, particularly in low-middle income countries like Viet Nam. At the global and regional levels, financing for gender equality has become a critical part of the discussion on financing for development, in that sustainable economic growth and human development require women's full participation in the economy, making it necessary to tailor development finance modalities that address gender inequality issues of the country.

With the support from DFAT, UN Women is currently providing technical support to Gender Equality Department/Ministry of Labour-Invalids and Social Affairs for the review of the current NSGE 2011-2020 and the development of the new NSGE 2021-2030. A national consultant team has been established to provide technical support to Gender Equality Department. At this stage, DFAT and UN Women Viet Nam are looking for an international consultant as a team leader who will work closely with other two national consultants (gender responsive budgeting expert and finance policy expert) in developing a briefing paper on financing for gender equality, particularly to support the development, implementation and monitoring of the coming National Strategy for Gender Equality 2021-2030.

---

<sup>1</sup> Viet Nam reports on the public expenditure that is specifically allocated to gender equality through reporting on SDG 5.c.1 and through the Global Partnership for Effective Development Cooperation.

## II. OBJECTIVES

The objective of this consultancy to support the successful design and later implementation and monitoring of the upcoming National Strategy on Gender Equality for 2021-2030, by providing concrete recommendations on sources and mechanisms to mobilizing public financing in support of the implementation of the NSGE and subsequent Action Plans. It also seeks to provide analysis on the external environment for gender equality funding by state and external sources. Moreover, the consultancy will aim at promoting a better understanding of the relevant stakeholders on the importance and mechanisms to ensure financing for gender equality as a means to support the implementation of policy commitments to gender equality and the empowerment of women in Viet Nam. It ultimately aims at strengthening the gender-responsive policymaking process of Viet Nam, for increased accountability to gender equality.

## III. SCOPE AND SPECIFIC TASKS

Under the direction of the International Consultant, a consultant team will develop a **briefing paper on financing for gender equality in Viet Nam [no more than 30 pages]**, particularly for the development, implementation and monitoring of the coming National Strategy for Gender Equality 2021-2030. This paper will include:

- Provide an **analysis on the provisions and requirements** that support gender equality financing **under the State Budgets Law**.
- Provide a **rapid analysis of the state budget committed for gender equality in Viet Nam**, including legal framework and **budget spent** toward the achievement of the gender targets under the **NSGE 2011-2020**.
- Provide an **analysis of the gender equality financing from Official Development Assistance (ODA) sources for the NSGE 2011-2020 and perspectives for NSGE 2021-2030**, including the World Bank and ADB in Viet Nam.
- Provide a **definition of concept of public financing for gender equality**, and **how to approach the costing for gender equality interventions** and its links with planning and budgeting process.
- **Share successful and/or relevant country examples and practices on mobilizing financing for gender equality**, in particular, regarding **the mobilization of public sources of funding for a country's National Strategy on Gender Equality (or equivalent national action plans and strategies)**. This should encompass: the

governmental and financial processes required, and institutional mechanisms established to allocate and monitor public expenditure for gender equality. Preference should be given to country examples at similar level of socio-economic development like Viet Nam and/or with similar budgeting systems and experience from the ASEAN and/or Asia Pacific region or countries. It may be useful if the consultant can provide an example of how you might approach the costing of an NSGE target. It would be even more useful if the consultant could take one of the targets and step through how they would cost it – without needing to put a value against it.

- **Raise awareness and strengthen capacity of the key national stakeholders in Viet Nam on financing for gender equality**, specifically in the context of a National Strategy for Gender Equality, including costing methods and options for sources resources towards its implementation.
- Provide **concrete recommendations and options** for mobilizing public funding towards the financing for the NSGE 2021-2030 for its successful implementation.

This national consultant will work closely with the international consultant and one national consultant on finance policy. The key roles of the international consultant and national consultants are described as below.

Key tasks	Consultant team		
	International consultant	National consultant on gender responsive budgeting	National consultant on finance policy
Develop the <b>outline</b> of the paper	<b>Lead the discussion among the team</b>	<b>Provide inputs from the national perspective</b>	<b>Provide inputs from the national perspective</b>

<p>Provide a <b>rapid analysis on budget committed</b> for gender equality in Viet Nam, including legal framework and budget spent toward the achievement of the gender targets <b>under the NSGE 2011-2020.</b></p>	<p>Provide technical inputs and oversee analysis/provide guidance on analytical process</p>	<p><b>Lead the discussion</b> among the team</p> <p>Collect the data and contribute on the analysis</p> <p>Summarize the legal framework on financing for gender equality.</p>	<p>Collect the data and contribute on the analysis, particularly on the overall legal framework on financing for gender equality</p> <p>Provide technical inputs on the financial framework.</p>
<p>Provide a <b>rapid analysis on ODA financing the NSGE 2011-2020</b> and provide a <b>scoping of possible ODA for GE in the period 2021-2030</b> including the gender mainstreaming policies of MDBs such as the WB and ADB</p>	<p>Provide technical inputs</p>	<p><b>Lead the discussion</b> among the team</p> <p>Collect the data and contribute on the analysis</p>	<p><b>Provide technical inputs</b></p> <p>Collect the data and contribute on the analysis</p>

<p>Provide definitions on public financing for gender equality, costing for gender equality and its links with planning and budgeting process.</p>	<p><b>Lead the discussion and draft the section</b></p>	<p>Collect the data and contribute on the analysis</p>	<p>Provide technical inputs from the view of national financial policies</p>
--	---	--	--

<p>Share successful and/or relevant country examples and practices on mobilizing financing for gender equality, particularly on mobilizing of public sources of funding for a country's National Strategy on Gender Equality (or equivalent national action plans and strategies). Preference is given to country examples and experience from the ASEAN and/or Asia Pacific region or countries have same social economic development context like Viet Nam.</p>	<p><b>Lead and draft the section</b></p>	<p>Literature review/qualitative data gathering and analysis to capture the relevant examples and synthesizing the main legal framework, context, approach/strategy/steps to inform Viet Nam's actions</p>	<p>Provide technical inputs from the view of national financial policies and process of literature review/qualitative data gathering and analysis to capture the relevant examples and synthesizing the main approach/strategy/steps to inform Viet Nam's actions</p>
---	--	--	---



<p>Provide concrete recommendations for Viet Nam to promote and ensure an adequate levels of funding and mechanisms for financing of gender equality, in particular for the implementation of the new National Strategy on Gender Equality 2021-2030 and the revision of the Gender Equality Law being planned for 2021-2025.</p>	<p><b>Lead the development of this section</b></p> <p>Finalize a synthesis/analysis of the preceding sections and point to a set of options for the Government to finance NSGE 2021-2030.</p>	<p>Provide the inputs for a synthesis/analysis of the preceding sections and (if I understand correctly above) point to a set of options for the Government to finance NSGE.</p>	<p>Provide the inputs a synthesis/analysis of the preceding sections and (if I understand correctly above) point to a set of options for the Government to finance NSGE.</p>
<p><b>Build awareness and the capacity of the key national stakeholders</b> in Viet Nam on financing for gender equality, specifically in the context of a National Strategy for Gender Equality, including costing methods and options.</p>	<p>Virtually present the draft report to the key stakeholders in Viet Nam (three stakeholder meetings) organized by UN Women</p> <p>Prepare the PPTs to present the paper</p> <p><b>Finalize the paper</b></p>	<p>Present the draft report to the key stakeholders in Viet Nam (three stakeholder meetings) organized by UN Women</p> <p>Prepare the PPTs to present the paper</p> <p>Provide inputs to finalize the paper</p>	<p>Present the draft report to the key stakeholders in Viet Nam (three stakeholder meetings) organized by UN Women</p> <p>Prepare the PPTs to present the paper</p> <p>Provide inputs to finalize the paper</p>

#### IV. INSTITUTIONAL ARRANGMENT

The national consultant will work under the direct supervision of UN Women Programme Specialist. The national consultant will work as a team member and work closely with the international consultant and other national consultant to achieve the results.

The consultant will be ultimately responsible to UN Women Country Representative in Viet Nam.

#### V. DURATION OF ASSIGNMENT AND DUTY STATION

**Duration of Assignment:** The tentative contractual period is from 15 August 2020 to 15 Nov 2020 [with maximum 18 working days]

**Duty Station:** Due to the COVID-19 situation, this consultancy is home-based, and the national consultant attends some technical meetings in Hanoi.

## VI. DELIVERABLES AND SCHEDULE OF PAYMENT

The duration of this consultancy is will be from 15 August 2020 to 15 Nov 2020.

No.	Deliverables	Proposed deadline	Schedule of payment
1	<ul style="list-style-type: none"> <li>• Outline of the briefing paper</li> <li>• First draft of the briefing paper</li> </ul>	15 September	50%
2	<ul style="list-style-type: none"> <li>• A summary of the paper to present to the stakeholders in Viet Nam</li> <li>• Final briefing paper</li> </ul>	15 Nov September	50%

## VII. APPLICATION EVALUATION CRITERIA

The applicant will be evaluated based on technical capacities (70%) and financial proposal (30%). Technical evaluation will be based on the following criteria stated as below.

1	Master's degree on Financing for Development, Macro Economy, Finance, or other relevant field.	20 points
2	A minimum of five year of working experience on financial policies to promote sustainable development in Viet Nam	20 points
3	Having expert-level knowledge on gender equality related policies and programmes in Viet Nam, including gender responsive budgeting	15 points

4	Having a very good knowledge on financing policies in Viet Nam	20 points
5	Having research experience on gender equality and budget, inclusive budget for sustainable development will be an advantage	10 points
6	Good writing skills	10 points
	<b>Total</b>	<b>100 points</b>

### Core Values and Competencies

In addition to aforementioned requirements and qualifications, it is important that the intern shares the core values and core competencies of the organization.

#### Core Values

- Respect for Diversity
- Integrity
- Professionalism

#### Core Competencies

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication
- Inclusive Collaboration
- Stakeholder Engagement
- Leading by Example

Please visit this link for more information on UN Women’s Core Values and Competencies:

<http://www.unwomen.org/-/media/headquarters/attachments/sections/about%20us/employment/un-women-employment-values-and-competencies-definitions-en.pdf>

The weight of technical points is 70% and financial points is 30%.

Individual consultants will be evaluated based on Cumulative analysis, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable; and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

### VIII. Application Procedure and Deadline

Candidates are requested to send the following documents in separated attachment in one application email to [procurement.vietnam@unwomen.org](mailto:procurement.vietnam@unwomen.org)

1. Application letter explaining your interest in the consultancy and why you are the most suited candidate for this position
2. Updated CV
3. Personal History Form (P11). The P11 Form can be downloaded from the following website: <http://asiapacific.unwomen.org/en/about-us/jobs>
4. Financial proposal specifying a daily consultancy rate and a breakdown per deliverable. UN Women will bear the costs of requested travel expenses following the UN-EU cost norm.
5. One written report on the relevant consultancy topic to assess the writing skill.

**Deadline for Application: 4 August 2020**

**IX. Evaluation**

The evaluation will be based on the combination of the weighted technical and financial scores (70 per cent technical and 30 per cent financial).

**NOTE:** Documents required before contract signing:

- UN Personal History Form
  - Full medical examination and Statement of Fitness to work and travel for consultants with travel involved. (This is not a requirement for RLA contracts).
  - Completed UNDSS BSAFE online training course.  
EN: <https://agora.unicef.org/course/info.php?id=17891>
  - Individual subscribers over 65 years of age are required to undergo a full medical examination including x-rays at their own cost and obtaining medical clearance from the UN Medical Doctor prior to taking up their assignment.
  - Release letter in case the selected consultant is government official.
-