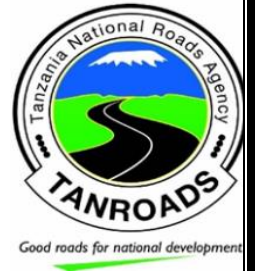


THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF WORKS

TANZANIA NATIONAL ROADS AGENCY

**DODOMA INTEGRATED AND SUSTAINABLE
TRANSPORT PROJECT (DIST) – PROJECT ID: P176623**

TERMS OF REFERENCE

FOR

**CONSULTANCY SERVICES FOR ENGAGEMENT OF THE
GENDER BASED VIOLENCE (GBV) EXPERT TO
SUPPORT IMPLEMENTATION OF DODOMA
INGEGRATED AND SUSTAINABLE TRANSPORT
PROJECT (DIST**

JANUARY, 2026

CONSULTANCY SERVICES FOR ENGAGEMENT OF THE GENDER BASED VIOLENCE (GBV) EXPERT TO SUPPORT IMPLEMENTATION OF DODOMA INTEGRATED AND SUSTAINABLE TRANSPORT PROJECT (DIST)

1.0 INTRODUCTION

The Government of the United Republic of Tanzania has received a credit from the World Bank towards the cost of Dodoma Integrated and Sustainable Transport Project (DIST) and intends to apply part of the proceeds of this credit to cover eligible payments for consultancy services for engagement of the GBV Expert to support the implementation of the project.

2.0 PROJECT DESCRIPTION

The principal objective of the DIST project is to support safe, sustainable and inclusive accessibility in Dodoma City.

The project and its sub-projects shall be implemented by four (4) implementing Agencies i.e Tanzania National Roads Agency (TANRAODS), Tanzania Rural and Urban Roads Agency (TARURA), Land Transport Regulatory Authority (LATRA) and City Council of Dodoma (CCD). The Main sub-projects to be implemented by TANROADS for which the individual consultancy services are required are as follows:

- i. Package 1: Widening from Dodoma to Chamwino Junction Road (32km) to Dual Carriageway under Design & Build method.
- ii. Package 2: Widening to Dual Carriageway of approaches from Dodoma towards Arusha from Bahi road Roundabout to Msalato Airport Junction (10.7km) and Dodoma towards Iringa from Image Roundabout to Mkonze bus stand (8.5km) and upgrading of CBD roads, CBE jct – Ndasha – Bahi r/about (2.38km) and Kimbinyiko jct – Jamatini – Airport r/about (2.40km) under Design and Build method.

In order to manage properly the implementation of the project, TANROADS wishes to engage a dynamic, motivated, creative and open-minded individual consultant to support management of social related aspects in the capacity of GBV Expert for which these Terms of Reference refers.

3.0 SPECIFIC OBJECTIVES OF THE ASSIGNMENT

The objective of the assignment will be to provide technical support on social safeguards to ensure TANROADS' full compliance with the World Bank Environmental and Social Framework (ESF), as outlined in the Environmental and Social Commitment Plan (ESCP). This includes supporting the implementation and monitoring implementation of key social instruments such Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), Vulnerable Groups Planning Framework (VGPF), Resettlement Planning Framework (RPF), and Environmental and Social Management Framework (ESMF), Social Impact Assessments (ESIAs), Environmental and Social Management Plans (ESMPs), Resettlement Action Plans (RAPs), and the Gender-Based Violence (GBV) Action Plan.

4.0 SCOPE OF WORK

4.1 Objectives

The general objective of this position is to support GBV, SEA, and SH Risk Management Requirements including risks identification, prevention, mitigation, and response to GBV, specifically SEA/SH risks generated/exacerbated by the project's activities, related to project implementation.

The specific objectives of the GBV Expert's mandate are as follows:

- Assess SEA/SH risks linked to the implementation of the project and develop risk mitigation strategies;
- Integrate risk mitigation measures into key safeguard instruments, such as the project Environmental and Social Management Framework;
- Support in prevention and mitigation of risk in response to GBV, SEA, and SH by ensuring the ethical and appropriate implementation of the GM, by collaborating with the other members of the TANROADS Project Coordination Team (PCT), Environmental and Social Safeguard Specialists by coordinating the actions planned with the project partners and the government structures involved in its implementation. Support the PCT in the monitoring and evaluation of the SEA/SH Risks mitigation Action Plan, including the regular monitoring of key indicators of the risks mitigating measures,
- Produce periodic reports and the SEA/SH Risks mitigation Action Plan.

4.2 Key tasks of the GBV Expert

The GBV Expert will ensure that considerations related to SEA/SH risks are taken into account in the implementation of all the activities of the project.

The specific tasks of the GBV Expert within the PIU can be summarized as follows:

- a) Identification of GBV / SEA/SH risks and design of risk mitigation strategies for the project:
 - Assess SEA/SH risks linked to the implementation of the project and develop risk mitigation strategies in the SEA/SH Risks mitigation Action Plan with assigned budget, roles, and responsibilities, as well as a monitoring plan ;
 - Integrate SEA/SH risk mitigation measures in key instruments, including any updates to the Environmental and Social Management Framework (ESMF); the Environmental and Social Management Plan (ESMP); the Labor Management Plan (LMP); the Security Management Plan (SMP); and the Stakeholder Engagement Plan (SEP);

Ensure that the GBV risk assessment is integrated into the social assessment that is part of the C / ESMP and updated throughout the implementation of the project and in developing or adapting the GBV Action Plan; and

- Contribute to the monitoring and evaluation of the SEA/SH risks of the environmental and social safeguard documents prepared within the framework of the project.
- b) Implementation and coordination of prevention and response activities, as well as risk mitigation as defined in the SEA/SH Risks mitigation Action Plan:
- (i) Supervision of Works contracts:
 - To ensure that specific SEA/SH clauses in the Contract Documents are adhered to and implemented by Contractors and Consultants,
 - To ensure that the contractor observes and aligns with SEA/SH risk mitigation plan is taken into account, and
 - Develop and conduct regular training activities for all project personnel to raise awareness of SEA/SH risks, expectations for behavior under Codes of Conduct, and sanctions for breach of CoCs related to SEA/SH.
 - (ii) Supervision of consultants or NGOs specializing in GBV:
 - Contribute to the development of terms of reference **for the recruitment of GBV consultants or NGOs who have experienced in implementing SEA/SH and key qualification in relation to SEA and SH can be hired** to support the implementation of GBV prevention and response activities, including risk mitigation measures, for the attention of the communities affected by the project at various construction sites open in the project intervention areas; and
 - Supervise all of activities by using Kobo questionnaire which could include the development and contribute to the portfolio approach during, community consultations, stakeholder training, awareness campaigns, and close monitoring of project staff; and among others, workers, as well as community actors, and who will address the risks of GBV, the appropriate and ethical response to cases of GBV, and the implementation of the Code of Conduct.
 - (iii) Support for the implementation of the SEA/SH grievance mechanism (GM):
 - Ensure implementation of the SEA/SH GM within the framework of the project, including identification together with the affected groups of the communities, specifically women and girls, of dedicated channels for trusted, safe, confidential reporting cases of SEA/SH, development of a response protocol for SEA/SH cases, ensuring a “survivor-centered” approach” to ensure that survivors receive information about and are referred to medical, psychosocial and legal assistance in accordance with their consent and needs.

Ensure compliance with the guiding principles regarding confidentiality and safety in the ethical collection, storage, and sharing of data related to SEA/SH and GBV incidents.

iii. Coordination and collaboration:

- Collaborate with the other experts of the PCU, in particular the environmental and social safeguard specialists, within the framework of their activities;
- Participate in periodic project coordination/support meetings and, if necessary, on-site, to collect feedback from service providers on the implementation of the SEA/SH GM, to be able to adapt the mechanism using lessons learned; and
- Inform and involve, when appropriate, government structures in SEA/SH risk mitigation activities and measures carried out within the framework of the SEA/SH Action Plan of the project.

c) Monitoring and evaluation:

(i) Monitoring of various activities and indicators:

- Put in place the monitoring and evaluation plan for activities relating to the prevention and management of SEA/SH cases, in coordination and with the support of the World Bank, together with performance indicators and their target values;
- Support the monitoring of indicators relating to the functioning of the SEA/SH GM, in particular concerning the reporting and follow-up of SEA/SH complaints related to the project (in accordance with the SEA/SH GM manual and GBV core guiding principles);
- Based on the information collected directly and provided by the supervision consultants, keep up to date and share periodically a monitoring tool (e.g., table) summarizing the information relating to the contracts of service providers or consultants relating to SEA/SH, signing of Code of Conduct (CoCs) by project personnels, including training dates for project personnels and workers in the companies;
- Document the good practices or success stories experienced following the implementation of SEA/SH risk mitigation measures.

d) Analysis of data and activities:

- Evaluate project activities to assess the adequacy with national and World Bank requirements in terms of prevention and management of SEA/SH cases;
- Analyze key gaps between achievements and targets and make any appropriate recommendations to improve SEA/SH risks mitigating measures;
- Propose adjustments to Project activities for the prevention and management of SEA/SH risks.

e) Reporting:

- The GBV Expert will prepare monthly and Bi-annually activity reports summarizing progress of the implementation of the SEA/SH Action Plan ,and the services of the Contractors and Supervising consultants to be integrated into the preparation of monthly, quarterly, and annual activity progress reports of the project's environmental and social safeguarding aspects. These reports will take stock of the achievements of the month, quarter, or year, will present the main issues raised and the solutions provided, together with the strengths and weaknesses of the actions carried out. The said reports will be due no later than seven (7) days and fifteen (15) days respectively after the end of each period concerned, and

4.3 Other necessary activities

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified.

5.0 QUALIFICATIONS AND EXPERIENCE

The desired attributes for the position are as follows: -

- (a) A College/University degree, in social sciences, Anthropology, Gender, Social work, or related discipline;
- (b) A Master's degree in the social sciences related to the above disciplines, or a related field, is an advantage.
- (c) He/She must have at least eight (8) years of cumulative experience in addressing social, resettlement, or gender issues;
- (d) He/She must have at least five (5) years' working experience in infrastructure projects, preferred projects funded by International Financing Institutions involving supervising GBV prevention and response activities, conducting awareness campaigns on women's rights, gender equality, GBV, and/or reproductive health, considered an asset;
- (e) Excellent knowledge of the guiding and ethical principles that govern work with survivors of GBV and good practices in the implementation of activities to prevent and address GBV;
- (f) Practical experience with the World Bank's safeguard policies and their application in similar projects is considered an added advantage.
- (g) The GBV Expert must be computer literate with competency in word processing, spreadsheets, and slideshow/PowerPoint program, Internet and Intranet, etc.
- (h) Must have working experience of at least three (3) years in developing countries; and,
- (i) Proficiency in written and spoken English is mandatory, and with Excellent command of Swahili language and local dynamics is an advantage.

6.0 FACILITIES TO BE PROVIDED BY THE EMPLOYER

6.1 TANROADS will provide the GBV Expert with facilities that will enable him/her to perform his/her duties efficiently. These will include, but not be limited to, a furnished office with ICT and IT facilities and,

6.2 When the GBV Expert will be on travel out of his/her duty station for official duties,

his/her per-diem rate shall be in accordance with applicable rates for TANROADS regular staff for an equivalent position.

7.0 DURATION AND LOCATION OF ASSIGNMENT

7.1 Duration

Duration of the assignment will be two (2) years, renewable based on the satisfactory performance of the Consultant and Project needs.

7.2 Performance Review

7.2.1 Notwithstanding Sub-Section 7.1 above, succession of the Services from one year (12 months) to another will be subject to satisfactory performance of the Consultant, and,

7.2.2 To enable decision making under Sub-Section 7.2.1 above, TANROADS will undertake a transparent performance review of the Consultant at the end of every one-year (12 months).

7.3 Termination

Notwithstanding Sub-Section 7.2 above, the Contract may be terminated before expiry of the duration of the assignment, in accordance with provisions of Employment and Labour Law Act No. 6 of 2004 of the United Republic of Tanzania.

8.0 ACCOMODATION

The GBV Expert shall be responsible for arranging and paying for his/her own accommodation.

9.0. REPORTING

The GBV Expert shall report to the Project Manager responsible for the DIST Project.

10.0 WORKING HOURS AND LEAVE

10.1 Working Hours

10.1.1 Ordinary working hours shall start from 08:00 to 16:30 hrs from Monday to Friday excluding public holidays.

10.1.2 Hours worked in excess of the normal hours shall be entitled to relevant allowances

10.2 Leave

The GBV Expert will be entitled to twenty-eight (28) days paid annual leave during the period of the assignment.

9.0 DUTY STATION

The Duty Station shall be in Dodoma at TANROADS Headquarters.

10.0 PAYMENT TERMS

- 10.1** The GBV Expert shall negotiate with TANROADS and agree on remuneration for carrying out the assignment. The agreed remuneration shall be paid on monthly basis. The agreed remuneration shall cover all the GBV Expert's costs and profits, including social securities, health insurances, pension, as well as any tax obligation that may be imposed
- 10.2** The GBV Expert's remuneration will be fixed for entire duration of the assignment. If the duration of assignment will be extended, the remuneration will be subject to adjustment due to increase of costs after every 12 months with effect from the remuneration earned in the first calendar month after the end of the initial duration of the assignment
- 10.3** The adjustment shall apply the following formula and National Consumer Price Indices (NCPI) published by National Bureau of Statistics of Tanzania:

$$R = R_o \times \frac{I}{I_o} \quad \text{where,}$$

R = Adjusted remuneration;

R_o = Agreed remuneration rate;

I = Current index for the adjustment month; and

I_o = Base index for the month of the date of the Contract