

Government of the People's Republic of Bangladesh
Secondary and Higher Education Division
University Grants Commission of Bangladesh
Improving Computer and Software Engineering Tertiary Education Project (50140-002)

**PMU/S-4: Gender Specialist (Individual National)
Terms of Reference (ToR)**

A. Background of the Project

1. The Government of Bangladesh (GoB) has secured a loan of \$100 million from the Asian Development Bank (ADB) to implement Improving Computer and Software Engineering Tertiary Education Project (ICSETEP). The main objective is to improve industry responsiveness of tertiary level computer science, software engineering and information technology (CSE/IT) education. The project will contribute to improved socio-economic condition of Bangladesh by establishing a more relevant higher education in CSE/IT Programs in terms of quality, efficiency and equity through increasing job ready graduates and cutting-edge research capacity to meet the challenges of Fourth Industrial Revolution (4IR) and develop technology entrepreneurship to lead of the country in information technology and information technology enabled service (IT/ITES) sectors.
2. The ICSETEP will be implemented at the Institute of Information Technology (IIT) at University of Dhaka (DU); (ii) Computer Science and Engineering (CSE) department at Bangladesh University of Engineering and Technology (BUET); and (iii) CSE department at Jashore University of Science and Technology (JUST). The objectives will be achieved through the following four outputs:

Output 1: Modern learning, research and startup facilities establishment.
Output 2: Quality and industry relevance of CSE and IT programs enhancement.
Output 3: Research and development and technology entrepreneurship strengthen.
Output 4: Project management capacity strengthen.
3. The Secondary and Higher Education Division (SHED) of the Ministry of Education (MOE) through the University Grants Commission (UGC) is the executing agency of the ICSETEP. A Project Management Unit (PMU) will be established in UGC to coordinate and support the project activities. Besides, each of the three public universities will have a Project Implementation Unit (PIU) that will implement university specific activities under the overall coordination of the PMU. The procurement under the PMU includes most of the consultancy services of the project including several firm consultancies.
4. While gender parity has been met in primary and secondary education, only 31% of university enrollment is women. As in other countries, fewer female students are enrolled in technology areas in Bangladesh due to gender stereotyping. In addition, IT/ITES (Information Technology Enable Services) industry jobs requiring odd working hours and late stays discourage female students and workers from pursuing CSE/IT programs or IT/ITES industry careers. In public university CSE/IT programs, female students are 25%, but in IT/ITES industry, 19% of entry level workers are women. This ratio drops to 16% of overall human resource indicating low retention rate and career progression among female workers or trade bodies.
5. ICSETEP is categorized as gender equity. Under this project, interventions like stipends/scholarship programs for women, and employment program for female will be implemented to address the gender issue. In all components, women will be treated equally. The new buildings will also incorporate access to people with disability.

B. Objectives of the Assignment, Scope of Services, Tasks and Expected Deliverables

1) Overall Objectives and Scope of Services under the Assignment:

The gender consultant will support implementation and monitoring of gender equity and social inclusion (GESI) action plan of ICSETEP.¹ The consultant is also responsible for strengthening the capacity of the PMU and PIUs to execute GESI action plan. The gender specialist will work closely with the project team, especially with the project director of the PMU, as well as other relevant officers either directly or indirectly involved in the project.

2) Detailed Tasks:

The consultant is expected to carry out the following tasks:

- (i) Provide technical support to the PMU and PIUs to ensure that the project achieves the intended gender results specified in the project design and monitoring framework (DMF) as well as the GESI action plan.
- (ii) Support the PMU and PIUs in designing and implementing GESI action plan activities, in coordination with other consultants and people involved in the project implementation.
- (iii) Design and conduct gender workshops to train the PMU, PIU staff as well as executing and implementing agency staff involved in the project implementation aiming at internalizing the objectives and approaches in addressing gender issues.
- (iv) Support the PMU and PIUs to monitor the GESI action plan implementation progress, and ensure that the project progress monitoring system includes gender aspects, with sex-disaggregated data in all applicable aspects, and prepare the gender section of the monitoring report.
- (v) Report to the project steering committee (PSC) and project implementation committee (PIC) on the progress and any lack of gender consideration for management intervention and remedial measures.
- (vi) Assist PMU and PIUs in reporting GESI action plan progress to ADB.
- (vii) In coordination with the PIU-designated staff, participate in priority gender focused activities to provide technical guidance and support.
- (viii) Facilitate dialogue with private sector partners and other external parties for potential partnerships in promoting women's role and employment in IT/ITES industry and entrepreneurship development.
- (ix) Provide inputs and feedbacks in project related policy studies, manuals, etc., from gender lens, to ensure the project outputs to leverage opportunities to promote gender equity and create the culture to encourage and empower women.
- (x) Assist in any relevant works that may be assigned by PMU and PIUs.

3) Reporting Arrangement:

The gender specialist shall primarily report to the Project Director for his/her works.

C. Required Qualifications and Experience

- Master's or equivalent degree in social science;
- Postgraduate degree/diploma in Gender studies will be given preference;
- 15 years of general experience in social development, gender and development, and private sector development;
- 07 years of working experience in gender disparity, equality, policy, monitoring or gender-related research;
- Experience as a gender specialist will be considered as an additional advantage;

¹ <https://www.adb.org/projects/documents/ban-50140-002-gap>

- Experience in development partner(s) assisted project(s) related to gender specific activities will have special consideration;
- Suitability for the Assignment

D. Deliverables

- a) Detailed implementation plan for GAP;
- b) Quarterly progress reports on GAP;
- c) Quarterly Consultation summary reports;
- d) Inputs to detailed design of the activities with gender relevance.

E. Assignment Duration and Payment Modalities

- Duration of the assignment: 30 Man-Month in intermittent appointments.
- Payment Schedule: Payment will be made monthly. Local taxes will be deducted as per applicable law.
- Assignment Location: Project office.