

Terms of Reference

Gender and Development Forum (GDF), DPHE

Background and context

The development of a country relies not only on its infrastructure and economy, but also on the development of its human resources. In Bangladesh, where nearly half of the population are women, their inclusion in mainstream development activities is crucial for the country's overall progress. To ensure their participation, it is imperative that women are involved in development activities as partners rather than just beneficiaries. This participatory approach would facilitate sustainable development and consolidate the gains achieved through women's involvement in infrastructure and economic development.

Department of Public Health Engineering (DPHE) is the national lead agency for the provision of drinking water supply, sanitation and waste management in Bangladesh. All the development activities of the Department of Public Health Engineering are mainly related to drinking water supply and waste management infrastructure development throughout the country excepting Dhaka, Narayanganj and Chittagong cities where WASAs operate. The National Strategy for Water Supply and Sanitation and the FSM Institutional and Regulatory Framework have been approved by the government of Bangladesh. A "CWIS/FSM Support Cell" has been established within DPHE to implement a "National Action Plan" aimed at improving Fecal Sludge Management (FSM) in urban and rural areas. The Support Cell also focuses on promoting gender equality and women's empowerment throughout the FSM and sanitation value chain.

Safe access to water and sanitation is basic human rights and strongly related to dignity. The right to safe water is defined as the right of everyone to sufficient, safe, acceptable, physically accessible, and affordable water for personal and domestic use. Together with SDG 5 (gender equality and women and girls' empowerment), SDG 6 (access to water and sanitation for all) equally focuses on women's equal access to safe water and sanitation system. While gender equality and the right to water and sanitation are intrinsically linked, it is far from achieving either of these goals. Considerably women and girls – especially those living in poverty – are disproportionately affected by a lack of water and sanitation services, making SDG 5 and 6 fundamentally interdependent.

Following the backdrop, the CWIS-FSM Support Cell with the guidance of DPHE initiated to form a platform inside DPHE for monitoring gender mainstreaming issues. The idea of forming a Gender and Development Forum originate from the necessity to promote improved discussion and implementation of gender-related issues in DPHE.

Rational:

DPHE is implementing different projects nationwide to ensure safe water, sanitation, and FSM system. These projects ideally ensure equal opportunity for both women and men in terms of service delivery, benefit, and opportunity perspective. Though the projects and DPHE are generally used a gender lens in design and implementation, gender issues are not equally mainstreamed at different levels due to the absence of a central coordination mechanism. It is evident that women and girls do not enjoy the same status, power or access to and control over resources; distinct attention is needed to identify and address the structural barriers hindering women's low and inactive participation in the workforce and in the decision-making platforms. Since there is no unified guideline/body for DPHE and its projects to monitor the gender aspects, it often experienced of duplication of work, no long-term plan for gender mainstreaming and lack of sustainability. To ensure integrated gender responsive WASH services and for sustainable impact, it is important of having a central group to monitor and guide the DPHE and its projects about gender mainstreaming and integration.

Objective of the Gender and Development Forum (GDF):

The working group will provide technical guidance to promote gender mainstreaming at both institutional and project management aspects of DPHE. The specific objectives of the GDF are:

1. To promote gender equality and integrate gender perspectives through institutional policies, procedures, systems and practices at DPHE
2. To monitor and guide for gender equality and gender justice dimensions in all new programs and project cycles (e.g. context analysis, planning, implementation, management and monitoring and evaluation, setting objectives, indicators and budgeting), and uphold DPHE as gender-responsive institution.
3. To Support and guide gender related training initiatives for capacity development of DPHE officials.
4. To collaborate with different actors including donors, citizens, development partners, UN, non-governmental organizations and water and sanitation service providers on sharing of best practices on gender mainstreaming.
5. To create an enabling environment for women's advancement

Scope of Work:

1. Review existing national policies, laws and regulations, corporate strategy, gender strategy and disability and develop gender mainstreaming policy for DPHE in line with national and international standards.
2. Provide advice to engage women officers at all stages of the project cycle and capacity building in related areas and guide different program/projects to ensure meaningful and adequate participation of women (at least 30%) in recruitment, group and committee formation.
3. Guide the team/projects to ensure Sex Age Disable Disaggregate Data (SADDD) and data analysis.
4. Create a resource pool for DPHE for enhancing the staff capacity on gender mainstreaming as per need.
5. Provide guidance on creating a women-friendly environment, including advice on relevant gender-related laws, regulations, and procedures.
6. Ensure that infrastructure are more inclusive especially considering the need for all gender, people with disabilities, and individuals of all ages throughout the planning, budgeting and execution phases of the project of DPHE.
7. Collect all gender-related manuals, modules, and policy documents from DPHE and create a knowledge repository to prevent duplication and showcase knowledge products. Projects of DPHE will share their gender-related activities and work with GDF quarterly through reports.
8. Guide different program/projects to ensure women are actively and equally participating in climate change mitigation and humanitarian work in all stages (preparedness, response, recovery and rehabilitations)
9. Contribute to monitoring evaluation of gender components in different projects of DPHE.
10. Provide necessary support to ensure that gender-related activities of DPHE are reflected in mass media.
11. Provide overall advice in ensuring the growth of women entrepreneurs in water supply and sanitation sector.
12. Celebrate different national and international days related with gender equality and women empowerment, especially International Women's Day on 8th March.
13. Mobilize to establish a gender-based violence reporting mechanisms in DPHE (including all offices) and develop a redressal mechanism.



Operational procedure (duration, membership, meeting etc.)

The working group will be formed for 3 years and shall take effect after the first meeting of the working group. All the members should be nominated by the head of the Department/Organization. Organization/departments can replace the members with due justification prior approval by the GDF. Members can be coopted from the CWIS-FSM Cell and gender focal from other projects following approvals from the GDF.

Formation and Roles and responsibilities of the member of GDF:

Designation	Members	Responsibility
Chair	Additional Chief, DPHE	<ul style="list-style-type: none"> • Preside over the meeting. • Advice to the Forum on different gender-related issues. • Take decisions based on the discussion in the meeting, and will approve the meeting minutes.
Coordinator	Co-Chair, CWIS-FSM Support Cell, DPHE	<ul style="list-style-type: none"> • Facilitating communication and collaboration among forum members. • Take actions to execute the meeting decisions. • Build partnerships and collaborations with other stakeholders working on gender and development issues, both locally and internationally.
Member Secretary	Executive Engineer	<ul style="list-style-type: none"> • Convening meeting as per rules / with the permission of the Chair. • Announcing the agenda and leading the discussion in the meeting. • Preparations and preservations of meeting resolutions. •
Member	<ul style="list-style-type: none"> • Superintendent Engineer, • Executive Engineer, • PD / DPD, • Social Development Officer 	<ul style="list-style-type: none"> • Attend all the meetings regularly. • Actively participate and provide opinions in various issues • Execute the decisions by the meeting
Coopt General Members	<ul style="list-style-type: none"> • COO DCCSU, • Gender Expert, CWIS-FSM Support Cell • Consultants (Gender focal) of different project of DPHE 	<ul style="list-style-type: none"> • Attend all the meetings regularly. • Actively participate and provide opinions in various issues • Execute the decisions by the meeting

Meeting Frequency:

The GDF will meet monthly/quarterly meeting and a year-end meeting will be considered as an annual meeting. The GDF may meet if any urgent issues arise and provide suggestions accordingly. The GDF may invite/co-opt other officers/consultants to discuss specific issues/perform specific role.



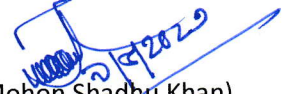
(Md. Shafiqul Hassan)

Project Director, UIIPF Project.

&

Co-ordinator,

Gender & Development Forum, DPHE.



(Tushar Mohon Shadhu Khan)

Additional Chief Engineer (Planning)

DPHE, Dhaka.

CE, DPHE

Proposed TOR may be approved.

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09/5/23

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জনস্বাস্থ্য প্রকৌশলী অধিদপ্তর, ঢাকা।

Approved TOR.



(প্রকৌঃ মোঃ সরওয়ার হোসেন)
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