



Terms of Reference

Consultancy to i) conduct a desktop Gender Analysis and ii) develop a Gender and Social Inclusion Plan for the Otjikoto Biomass Power Station

January 2024

1. Background and context

Bush encroachment is a phenomenon of land degradation due to the prolific growth of certain species of small trees or large invasive bushes, which now impacts 30% of Namibia's land area. This leads to a loss of ecosystem service values. While this is a natural trend in savannah ecosystems, usually counterbalanced in natural conditions by wildfires and grazing by local fauna, it has accelerated since the second half of the 20th century due to anthropogenic factors. The Government of Namibia is committed to addressing the challenges of bush encroachment, by advancing its renewable energy goals by using biomass for electricity production to respond to this challenge. The national power company, NamPower in collaboration with the Namibia Nature Foundation (NNF), Namibian Biomass Industry Group (N-BIG), NITIDAE and Innovation Energie Développement (IED) are developing a 40MW power plant, fuelled by an FSC-certified wood chip supply chain from the harvested bush. The project will primarily focus on generating power through sustainable bush thinning practices, employment creation, and community engagement. This is a pilot project, with potential for replication in the sub-region.

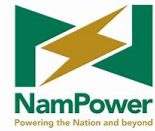
The overall objective of the project is to support NamPower in this innovative and complex project which aims to maximise social and environmental impacts and thus rehabilitate savannah type ecosystems invaded by the bush.

The proposed 5-year work programme is structured in 5 components:

- Creation of an Independent Expert Committee (IEC) to support NamPower in setting up the structural basis of the environmental and social management system (resp. NamPower; IEC coordinated by IED);
- Information management, research programme and capitalisation on the evolution of biodiversity and environmental and social aspects (resp. Namibia Nature Foundation NNF; Nitidae, universities);
- Capacity building and awareness raising of the key stakeholders in the fuel supply value chain (resp. Namibia Biomass Industry Group N-BiG);
- Development of a sustainable community bush harvesting model maximising benefit sharing and pilot projects targeting vulnerable groups on resettlement farms and communal lands to maximise positive social impact (resp. IED with NACSO members);
- Project management and communication activities, including gender mainstreaming (resp. NNF), along the guidelines of MAF and FFEM, in close collaboration with NamPower.

Since independence, Namibia has proactively embraced gender equality through a robust legal framework, enshrined in Article 95a of its Constitution, which directs the state to actively promote equal opportunities for women in all facets of society. Committed to international obligations, Namibia, as a signatory to the SADC Protocol on Gender and Development, has enacted legislation such as the Combating of Rape Act and the Domestic Violence Act to address gender-based violence. The Maintenance Act, Married Persons Act, and Children's Status Act further emphasize equal rights and responsibilities within marriage and parenthood.

In parallel, the Affirmative Action Act of 1998 (AAA) promotes women's workforce participation, designating them as one of three groups entitled to equal employment opportunities and fair representation across all employment levels. Complementing these efforts, the Labour Act of 2007 establishes a supportive environment for working women, offering comprehensive maternity leave, prohibiting discrimination, and implementing stringent regulations for occupational health and safety to ensure the well-being of both men and women in the workplace.



To ensure the project's success and in alignment with the abovementioned legislation and legal frameworks as well as the principles of gender equality and social inclusion, a comprehensive gender analysis and Gender and Social Inclusion (GESI) Action Plan are required for all the project components as well as at the Otjikoto Biomass Power Station (OBPS) powerplant operations.

2. Objectives of the consultancy

The NNF is facilitating this consultancy on behalf of NamPower as the client. A gender assessment and action plan were previously conducted for NamPower as an organisation. This assignment will therefore build on the outcomes of the previous work with a key focus on the OBPS Project itself and the key objectives and activities (all previous reports will be shared with the successful candidate). The primary objectives of the consultancy are follows:

- i) Conduct a desktop gender analysis of the Otjikoto Bush to Biomass Power Plant project, identifying gender-specific issues, gaps, and opportunities in project activities in line with the IKI guidelines and templates provided.
- ii) Develop a comprehensive Gender and Social Inclusion Action Plan to guide the integration of gender-responsive and socially inclusive approaches throughout the project life cycle.
- iii) Provide recommendations for mainstreaming gender and social inclusion into project operations, procedures, and practices.

3. Scope of the work

The consultancy will encompass the following key tasks:

- i) Review relevant project documents, including but not limited to project proposals and annexures, work plans, and environmental impact assessments.
- ii) Conduct consultations with key project staff.
- iii) Undertake a gender analysis in-line with the IKI guidelines examining: rights policies, socio-economic status; norms and values; roles & responsibilities; resources; representation; climate change and biodiversity and impacts of the project on different genders.
- iv) Identify gender-specific barriers to project participation, employment, and benefits.
- v) Develop a Gender and Social Inclusion Action Plan with specific recommendations for all project component and activity.
- vi) Provide guidance on data collection methods and indicators to monitor the implementation of the GESI Action Plan.

4. Deliverables

The consultant is expected to deliver the following key outputs:

- i) Inception Report: Detailed work plan, methodologies, and proposed timeline for the gender analysis and GESI Action Plan development.



- ii) Draft Gender Analysis Report: A comprehensive report outlining key findings and recommendations from the gender analysis.
- iii) Draft Gender and Social Inclusion Action Plan: A detailed plan with specific activities, indicators, and timelines for integration into the project.
- iv) Final Gender Analysis Report: Revised based on feedback received.
- v) Final Gender and Social Inclusion Action Plan: Incorporating feedback and recommendations.

The final gender analysis and action plan including recommendations for the project may need to be approved by the donor before they are considered final. Should there be any issues or changes requested by the donor, the consultant is responsible for making the necessary adjustments as part of their assignment.

5. Timeline and Payment Schedule

The consultancy is expected to be conducted over a period of 15 days. The assignment will commence on the 9th of February 2024 and conclude by 20th of March 2024. The consultant should outline a detailed schedule in the proposal.

Payment shall be made upon successful completion of, and approval of each deliverable as indicated below.

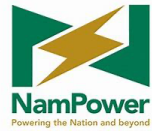
No	Task	Number of Days	% of payment after completion of the task and deliverable	Target date to complete task
1.	Contracting			9 th February 2024
2.	Inception meeting and report on proposed methodology, work plan etc.	1 Day	40% Inception Report	14 th February 2024
3.	Review relevant project documents, including but not limited to project proposals, work plans, and environmental impact assessments.	3 Days		19 th February 2024
4.	Conduct consultations with key project staff.	1 Day		22 nd February 2024
5.	Undertake a gender analysis in-line with the IKI guidelines examining: rights policies, socio-economic status; norms and values; roles & responsibilities; resources; representation; climate change and	4 Days	20% Draft Gender Analysis	29 th February 2024

	<p>biodiversity and impacts of the project on different genders.</p> <p>Identify gender-specific barriers to project participation, employment, and benefits.</p>			
7.	Review of draft Gender Analysis by donors and consortium partners			6 th March 2024
8.	Develop a Gender and Social Inclusion Action Plan with specific recommendations for each project component and activity. Provide guidance on data collection methods and indicators to monitor the implementation of the GESI Action Plan.	4 Days	20% Draft GESI Action Plan and Monitoring and Evaluation indicators	13 th March 2024
10.	Review of draft GESI Action Plan by donors and consortium partners			18 th of March 2024
10.	Incorporation of final comments and input and submission of final reports	2 Days	20% Final Gender Analysis and GESI Action Plan with incorporated comments and recommendations from Donor and consortium partners	20 th of March 2024
	Total	15 Days	100%	

6. Qualifications and Expertise

The selected consultant (s) should possess the following qualifications and expertise:

- Advanced qualification (certificate, degree, masters) in gender studies, social sciences, international development, or a related field.
- Atleast 5years demonstrated experience in conducting gender analyses and developing Gender and Social Inclusion Action Plans for development projects.
- Familiarity with the bush biomass, energy or environmental sector is an added advantage.
- Strong analytical, communication, and report writing skills.
- Experience working with Namibian rural, indigenous, vulnerable and marginalised groups.



7. Submission of Proposals

Invited consultants or firms should submit their proposals and statements of exclusivity, the bid submission will include: CV's, relevant experience, qualifications, references of similar assignments, proposed methodology, workplan and budget. The bid should be submitted via email to Priscilla Mundilo at priscilla@nnf.org.na or Ulrica Abrahams at ulrica@nnf.org.na no later than the 30th of January 2024 by 17:00. Any queries should be sent to the same email address. Please ensure that the email subject is titled as follows:

Submission of Bid: Gender Analysis and Action Plan OBPS

8. Evaluation Criteria

Proposals will be evaluated based on:

- Qualifications and demonstrated experience of the consultant in the conducting gender analysis and gender action plans within the relevant fields.
- Clarity in methodology and approach to conducting the gender analysis and developing the GESI Action Plan.
- Cost-effectiveness and realistic timeline of the proposal.

9. Selection Process

Candidates may be invited for an interview or presentation to further assess their suitability for the consultancy.

10. Reporting and Collaboration

The consultant(s) will report to Ms. Priscilla Mundilo (Environment and Social Safeguards Specialist) supported by Mr. Peter Erb (Senior Technical Advisor) from NNF on project administration and collaborate closely with NamPower for technical input, being the beneficiary of the consultancy.

11. Confidentiality

All information and data obtained during the consultancy should be treated as confidential and used solely for the purpose of completing the project. All information produced will remain the property of the client (NNF & NamPower).