



Terms of Reference (ToR)

for

Facilitating a study on

“Protection, not suppression: Assessing Implementation Gaps of Suppression of ‘Women and Children Repression Prevention Act, 2000’ across 06 districts in Bangladesh”

under the project

“Strengthening the human rights and social participation of marginalised groups in Bangladesh with specific focus on women and girls (short: HOPE)”

BMZ Project No.: 7484

1. Background and rationale

NETZ Partnership for Development and Justice (short: NETZ) is a non-governmental non-profit organisation registered in Germany and Bangladesh. Since its inception in 1989, NETZ, in cooperation with its local partners, has been advocating for the self-determination of the people of Bangladesh in areas such as climate-resilient livelihoods, inclusive quality education and equal human rights. The organisation places a specific emphasis on promoting and protecting the rights of marginalised groups while addressing the structural causes of poverty and injustice.

Under the project “Strengthening the human rights and social participation of marginalised groups in Bangladesh with specific focus on women and girls (short: HOPE)”, NETZ is seeking to hire a consultant to carry out a study on ‘Protection, not suppression: Assessing Implementation Gaps of Suppression of ‘Women and Children Repression Prevention Act, 2000’ across 06 districts in Bangladesh’. The project is co-funded by BMZ and duration of the project is February 2024 to July 2027.

The overall objective of the project is youth and adult human rights defenders, and public authorities are strengthened and networked to protect and promote the rights of marginalised groups in 6 districts and at the national level in Bangladesh. The specific objective is 10,090 young and adult human rights defenders (HRDs) and 1,490 representatives of public authorities are capacitated to jointly strengthen the rights, resources and representation of women, girls and minority groups in the working districts and on national level.

2. Objectives of the study

This study is to focus on a qualitative analysis of the following information, but not limited to:

- To examine the gaps in commitment and challenges of local authorities including law enforcement agencies and judicial bodies at working areas in applying the Act
- To assess the role of civil society networks and community people in applying the Act, major challenges they face and how they overcome them
- To analyse the key provisions, punishments, trial and protection measures under the Act and other relevant policies and their application at working areas
- To formulate policy recommendations suggesting required amendments and improved application of the Act

3. Scope of work

3.1 Geographic coverage and timeframe

A lead consultant will carry out the assignment along with an associate. The study shall cover the selected working districts of the local partner NGOs. For this purpose, the consultant’s team shall visit any three of the six districts i.e. Thakurgaon, Dinajpur, Gaibandha, Bogura, Jashore and

Satkhira of the project and including project participants and other people of their communities at village, union, sub-district and district level. Besides, inclusion of national level key informants is highly expected.

The study is expected to be completed within 24 working days, including 10 days of field work in the working area of the above-mentioned project. The final report should be submitted to NETZ by no later than 31 October 2026.

3.2 Mandatory report structure and guiding questions

The study report shall be prepared by using the template provided by NETZ, which depicts the formal report structure provided below (see chapter 5 as well in this regard). The consultants are free to include new sub-chapters under the main chapter structure provided in the reporting template by NETZ, if needed, to improve the report's structure. The overall length of the main part of the report shall be maximum 30-35 pages.

Report structure

Chapter	Topic	Pages*	Remark
	Cover page (including pictures from the field level work)	1	This part is not counted for overall maximum length of 35 pages for the report
	Table of contents	1	
	List of abbreviations	1	
1.	Executive Summary	2	
2.	Purpose and objectives	1	
3.	Methodology	1	
4.	Analysis of the “Women and Children Repression Prevention Act, 2000” and relevant policies, e.g. NAPVAWC, and scope of application of those at HOPE project	4 - 6	
5.	Study findings including gaps and examples of best practices as case studies	18-21	
6.	Specific policy recommendations for government and relevant recommendations for development organisations & civil society actors	3	
7.	Conclusion	1	
	<i>Annex: (might include e.g. a) ToR b) list of references and literature, c) list of conducted interviews; e) final timetable of the assignment</i>		<i>Annex not counted regarding overall maximum length of 30-35 pages for the report.</i>

**Please note: The mentioned page numbers for the individual chapters provide an indication how much priority should be given to which chapter.*

3.3 Methodology

The methodology shall include at least the following:

- There will be one lead consultant to conduct the study, she/he will include an associate in the study team to support the field work and note taking.
- The lead consultant will review existing documents related to the project to be evaluated, including the project proposal provided by NETZ.
- The lead consultant and associate will conduct focus group discussions (FGDs) – and additional interviews – with local representatives in the working districts as agreed upon with NETZ.

- d) The lead consultant is expected to coordinate with NETZ and the partner NGOs at the beginning of the study and continuously brief them as and when needed. Debriefing sessions shall be organised by the lead consultant with staff of the visited partner NGOs and with the NETZ Bangladesh Office after the last working area visit to share and to discuss findings.
- e) A draft study report by the lead consultant will be shared with NETZ for feedback. The feedback and suggestions shall be reflected during the finalisation of the report by the consultant.

A detailed working plan including methodology will be submitted by the lead consultant to NETZ for approval. For this purpose, NETZ will seek feedback and suggestions from the partner NGOs as well.

4. Process

The following table summarises the different main phases of the study and will be concretised in cooperation with the selected consultant.

No.	Evaluation phase	Timeframe
1	Planning meeting with staff members of NETZ in Dhaka	
2	Review of respective documents, incl. project proposal	
3	Field level work focussing on FGDs (with senior management staff of the partner NGOs, project participants and other stakeholders etc.)	
4	Preliminary dissemination (debriefing) of findings with NETZ staff members in Dhaka after the completion of field level work	
5	Draft report preparation by the lead consultant based on report template provided by NETZ and submission to NETZ for feedback	
6	Final report preparation by the lead consultant, including feedback and suggestions of NETZ and the partner NGOs	
7	Submission of final report by lead consultant to NETZ	

5. Outputs and deliverables

The lead consultant will prepare a report in English (consistently written in British English), which displays the study findings. The report shall be prepared using the report structure provided in chapter 3.2 and will have a maximum length of 30-35 pages (only content counted); additional documents can be included in the Annex of the report.

6. Required profile of the consultants

The lead consultant should have at the minimum the following qualifications:

- University degree in Social Sciences, or Law and Human Rights.
- Proven experience in conducting study on analysing acts and policies related to human rights, women's rights, rights of minority groups etc.
- Proven experience in leading a research team
- Profound knowledge on existing policies and laws relevant to the challenges of women's development, women's rights and violence against women and girls as well as rights of minority groups.
- Excellent written English and strong analytical skills.
- Sound knowledge in social science research.
- Sound theoretical and practical knowledge of both qualitative and quantitative data collection methods.
- Relevant work experience on issues related to feminism, women's rights; experience with conflict-sensitive approaches is an asset.

- Willingness to travel to the working areas for information collection.
- Must be independent of NETZ and its partner NGOs, i.e., not affiliated with the organisations or its staff.

7. Tentative timetable

The study comprises 24 working days, including 10 days for field level work in the working districts including travelling. The lead consultant will start working from 20 September 2026 and shall submit her/his comprehensive draft report until 24 October 2026. The final study report, which incorporates the feedback provided by NETZ, will be submitted by the lead consultant latest until 31 October 2026. The partner NGOs will provide logistical support during the field visits. The detailed schedule for the study will be finalised in cooperation with the selected lead consultant based on the following overview.

Overview for detailed study schedule and quantity structure*

No.	Activity	Date	No. of day/s	Responsible
1	Preliminary meeting and discussions	20 September	1	NETZ staff
2	Planning, setting methodology and incorporating feedback of NETZ	By 25 September	2	Lead Consultant, Associate & NETZ
3	Review of relevant project documents and secondary literature	By 30 September	2	Lead Consultant
4	Travelling to selected working districts and return back	04 October and 13 October	3	Lead Consultant and Associate
5	Field level work focussing on FGDs, KII with Local Authorities and others designed under methodology part	05 – 12 October	8	Consultant and Associate
6	Discuss findings of the field level work with NETZ Bangladesh Office in Dhaka	15 October	1	Lead Consultant, and Associate & NETZ
7	Finalising the first draft of the study report by using the template provided by NETZ	By 24 October	5	Lead Consultant
8	Finalising the study report and incorporating feedback provided by NETZ and submission of the final report to NETZ	By 31 October	2	Lead Consultant
	Total		24	

*Will be adjusted as per need and finalised together with the selected lead consultant.

8. Management of the study

The following persons will be involved in the overall management of the study.

Name (Position, NGO)	Responsibilities
Programme Manager, NETZ	Overall coordination with the consultant and partner NGOs; providing required project documents to lead consultant; organisational support for lead consultant to plan field visit to the working districts; providing feedback on draft report (incl. feedback coming from partner NGOs); all

Name (Position, NGO)	Responsibilities
	contract-related issues; planning regarding potential official restrictions, e.g., concerning travelling (if situation demands).
Project Directors of partner NGOs	Coordination and planning of working district visits by lead consultant; ensuring participation of staff members and other stakeholders during FGDs and additional interviews (if required), debriefing etc.; if needed, providing feedback on draft report via NETZ Bangladesh Office.

9. General conditions

- Individual financial contract will be signed after acceptance of this ToR with the selected lead consultant and associate.
- As the study requires direct dealing with the target group and partner NGOs, NETZ expects to have a friendly and respectful environment throughout the study.
- The assigned lead consultant and associate must agree with the Gender Policy, Code of Conduct to Prevent Sexual Harassment and the Child Protection Policy of NETZ when signing the contract. During the consultancy, the mentioned safeguarding measures of the policies are complied with. The aforementioned documents can be accessed here: www.bangladesch.org/en/protection-and-grievance-redress/.
- The NETZ management reserves the right to disagree with any incomplete report and consequently NETZ may retain the last rate of remuneration.
- NETZ reserves the right to amend this contract at any time according to the necessity of the project given prior communication.
- The Lead Consultant and associate will receive 30% of the total remuneration after signing the agreement. Another 30% will be paid after the submission of first draft report. The final payment will be made after the acceptance of the final report by NETZ in terms of fulfilling all required elements as laid out in the ToR. Tax will be deducted at source upon government rules.
- The contract may be terminated if the team members of the study are found non-compliant to the terms and conditions of the ToR.
- NETZ will provide food, accommodation and transportation during field visit at actual expenditure basis after submission of the bills.
- NETZ and the partner NGOs will have the copyright of all results and documents elaborated under this report. Any publication also in extracts including using the report as work reference needs prior written approval of NETZ.