

**TERMS OF REFERENCE FOR CONSULTANTS**  
**Gender Policy Resource Persons**  
**(National 7 person-months and International 0.5 person-months)**

**A. Objective and Purpose of the Assignment**

1. The G20 is a multilateral forum aiming at bringing together 19 of the world's major economies and the European Union (EU). Its members account for more than 60% of the world population, 75% of global trade and more than 80% of world GDP. The members include Argentina, Australia, Brazil, Canada, People's Republic of China, France, Germany, India, Indonesia, Italy, Mexico, Republic of Korea, Russian Federation, Saudi Arabia, South Africa, Türkiye, the United Kingdom, the United States, and the European Union.
2. The goal of the G20 is to create and maintain a solid, sustainable, balanced, and inclusive global growth. Initially set as a meeting between Finance Ministers and Central Bank Governors, the G20 shifted its main agenda to host the annual summit of Heads of State since 2008, with development sector discussions commencing in 2010. Since then, the G20 has been divided into two: Finance Track, which focuses on financial issues, and Sherpa Track, which mainly discusses issues in various other development sectors.
3. Realizing the need for an in-depth dialogue on women's participation, particularly in the global economic development, W20 was formed on the sideline in 2015. W20 serves as an Engagement Group at the G20 with specific focus on gender equality. The platform seeks an improved commitment from the G20 country members on inclusive growth, women's empowerment and gender equality particularly in the economic sector and encourages the adoption of G20 related documents that reaffirm those commitments. To accelerate the process toward gender equality in G20 economies, the G20 EMPOWER Alliance was launched in 2019. EMPOWER is a platform that brings together representatives of the government and the private sector to promote women's leadership and empowerment.
4. The G20 country members take turns in hosting the series of events following the agreed rotating presidencies and membership. Indonesia has officially taken up the 2022 G20 Presidency and currently is leading the organization of the event. The theme of G20 this year is "Recover Together, Recover Stronger". Through the theme, Indonesia invites the international community to work together to create stronger and more sustainable recovery. The Ministry of Women's Empowerment and Child Protection (MoWECP) is appointed the "Mother Ministry" both for W20 and G20 EMPOWER. This year, the Ministry aims to mainstream gender into each of the G20 working groups to ensure gender plays an integral part in the discussion both at the technical and ministerial meeting and most importantly, that gender equality is visible in the outcome documents of each working group (mainstreaming). The Ministry also expects to hold a Ministerial Conference on Women Empowerment (MCWE) to build stronger advocacy of gender and women issues among G20 working and engagement groups and to integrate gender equality issues into G20 summit and its relevant outcome documents. To support the work, the MoWECP requires two (2) senior gender experts to develop the relevant documents and materials for the MCWE and to facilitate the engagement and negotiations with relevant Ministries for both gender equality and MCWE processes.
5. The experts will be supported by an international resource person, particularly for drafting of high-level meeting documentation and policy advocacy to integrate gender across working groups (0.5 person-month).

## B. Scope of Work

6. Specifically, the resource persons will be engaged to carry out the following tasks:
- Identify strategic gender issues in each theme of the working group.
  - Establish and assist the implementation of advocacy strategies to mainstream gender equality into the working groups.
  - Develop materials for both gender equality and MCWE, technical and working group meetings with priorities placed on women in digital economy, health, and energy transition.
  - Support the MoWECP in preparing technical meetings on gender equality and the MCWE, especially in drafting the concept notes, presentation materials and other relevant tasks.
  - Produce reports of the advocacy outcomes of gender equality and MCWE including, but not limited to: (i) executive summary of the report; (ii) explanation of the process of advocacies; (iii) inputs from the participants related to the meeting topic; (iv) conclusion and recommendation for each meeting topic. Ensure the process and lessons learned with relevant non-G20 ADB DMCs.
  - Engage intensively with the G20 Indonesia Sherpa, MoWECP, G20 Working Groups, as well as with members of W20 and G20 EMPOWER working group throughout the process. All engagements and communications will be closely consolidated with the MoWECP.
  - Support the transition process to the G20 2023 Presidency of India and prepare all relevant transition documents and knowledge products that are pertinent to gender equality work.
  - Ensure that feedback is received.

## C. Timeline and Deliverables

7. The experts are expected to carry out the assignment by the following timeline:

**Table 1: Report and Submission Deliverables**

No.	Activity	Timeframe
<b>A.</b>	<b>Gender Mainstreaming to G20 Working Groups</b>	
1.	Engage intensively with G20 Indonesia Sherpa, MoWECP, PIC Ministries of G20 Working Groups	July-November 2022
2.	Identify gender issues in each working group relevant to the three G20 Indonesia main themes	July-November 2022
3.	Identify and lead the implementation of advocacy strategy to mainstream gender into the work/outcome document of each working group in close consultation with the MoWECP	July-November 2022
4.	Report of the advocacy	September 2022
<b>B.</b>	<b>Meeting Materials for Ministerial Conference on Women Empowerment</b>	
1.	Preparation of Technical Meeting I	July 2022
2.	Implementation of Technical Meeting I	July 2022
3.	Preparation of Technical Meeting II	July 2022
4.	Implementation of Technical Meeting II	July 2022
5.	Preparation of Ministerial Conference in Women Empowerment	July-August 2022
6.	Implementation of Ministerial Conference on Women Empowerment	August 2022
7.	Reports of the Conference	September 2022
8.	Prepare relevant materials and support the transition process to G20 2023	September-November 2022

8. The expected deliverables are as follows:

- Gender mainstreaming advocacy report to G20 working groups.
- Coordinate the preparation of gender mainstreaming materials for the Ministerial Conference on Women Empowerment (priority areas on digital economy, health, education, and energy).
- Final reports of technical meetings and Ministerial Conference on Women Empowerment; one communiqué prepared.
- Materials and documentation for the transition to G20 2023.
- At least one outreach event, consultation meeting and/or bilateral dialogue on Asia and the Pacific's priority areas completed by Q4 2022.
- At least one KP on gender equality and women's empowerment prepared and disseminated among stakeholders.
- Report on post event survey indicating number and percentage of participants in outreach event/ meeting, or bilateral dialogue that reported improved knowledge and understanding of G20 topics and the links with gender equality.
- All Knowledge Products submitted as per ADB requirements.

**D. Minimum Qualifications Requirements**

- Minimum 15 years of working experience in gender equality and mainstreaming in Indonesia.
- Master's Degree in political science, public policy, gender studies, economics, or similar.
- Prior work experience with government agencies, public and private sector.
- Previous experience in leading high-level discussions with government and diverse stakeholders and good understanding of government processes in Indonesia.
- Preference for experience in areas related to women's economic empowerment and digital economy, climate change, health, and energy.
- Fluent in Bahasa, with strong working knowledge of English.
- Excellent understanding of G20 and G20 Indonesia Presidency policy and mechanism.
- Excellent writing and organizational skills.

**E. Schedule and Places of Assignment**

- Duration: national 7 person-months (June-November 2022); International 0.5 person-months (July-September 2022).
- City & Country: National Jakarta/Indonesia; International: Home-based.

**TERMS OF REFERENCE FOR CONSULTANTS**  
**Food Security**  
**(International Consultant 8 person-months)**

**A. Objective and Purpose of the Assignment**

1. The G20 is a multilateral forum aiming at bringing together 19 of the world's major economies and the European Union (EU). Its members account for more than 60% of the world population, 75% of global trade and more than 80% of world GDP. The members include Argentina, Australia, Brazil, Canada, People's Republic of China, France, Germany, India, Indonesia, Italy, Mexico, Republic of Korea, Russian Federation, Saudi Arabia, South Africa, Türkiye, the United Kingdom, the United States, and the European Union.
2. The goal of the G20 is to create and maintain a solid, sustainable, balanced, and inclusive global growth. Initially set as a meeting between Finance Ministers and Central Bank Governors (FMCBG), the G20 shifted its main agenda to host the annual summit of Heads of State since 2008, with development sector discussions commencing in 2010. Since then, the G20 has been divided into two: (1) Finance Track, which focuses on financial issues, and (2) Sherpa Track, which mainly discusses issues in various other development sectors.
3. The G20 country members take turns in hosting the series of events following the agreed rotating presidencies and membership. Indonesia has officially taken up the 2022 G20 Presidency and currently is leading the organization of the event. The theme of G20 this year is "Recover Together, Recover Stronger". Through the theme, Indonesia invites the international community to work together to create stronger and more sustainable recovery.
4. Realizing the need for an addressing food security and challenges faced by agriculture sector in the long-term, the G20 Agriculture Deputies Group, created in 2011, has become an essential forum to strengthen cooperation on the issues of global food security, nutrition, sustainability, and resilience of agricultural and food systems, and to address the need to promote the development of sustainable agriculture. The long-term transformation of agriculture sector and food security also have strong overlap with digital transformation, which is a priority issue for 2022 G20 Presidency of Indonesia. Achieving the true potential of digitalization in the agriculture sector and ensuring food security would require cooperation among nations and stakeholders. G20's can provide the ideal platform for realizing a long-term future of food security around the world that is equitable, inclusive, technology-driven, and sustainable.
5. The consulting assignment will engage an international consultant to provide the necessary support that can be used for the establishment of an Agriculture and Food Security Intelligence (AFSI) platform. The experts will assess the undertake knowledge and information technology-work using artificial intelligence and big data, to provide valuable insights on the future state of food security and agriculture sector. The consulting consultant will comprise of the following experts: (a) international food security specialist, particularly for drafting of high-level knowledge product, documentation, and policy advocacy (1 person-month) and (b) two international information technology experts, particularly for drafting of high-level knowledge product, documentation, and policy advocacy (7 person-months).

## B. Scope of Work

6. An international consultant with experience in digitalization of agriculture data from disparate sources (government data sources, remote sensing data, weather information among others) and application of artificial intelligence in food security assessments will be engaged. The international consulting consultant should have prior experience in creation of web-based dashboards for food security assessments at a regional level.

- Identify key information necessary for a real-time assessment of food security at a regional level (including markets, trade, supply, and demand of key agriculture commodities).
- Identify data sources that can provide the necessary information identified earlier.
- Prepare a data pipe-line strategy that can collate the data in real-time and use advanced data science/ machine learning techniques to extract insights.
- Prepare a web-based dashboard to present the state of food security in real-time.
- Develop materials and knowledge products, based on the outputs of web-based dashboard, for food security.
- Engage intensively with the G20 Indonesia Sherpa, G20 Working Groups throughout the process.
- Support the transition process to the G20 2023 Presidency of India and prepare all relevant transition documents pertinent to food security.

## C. Timeline and Deliverables

7. The experts are expected to carry out the assignment by following the timeline:

**Table 1: Report and Submission Deliverables**

No	Activity	Timeframe
<b>A.</b>	<b>Food Security to G20 Working Groups</b>	
1.	Identify key information necessary for a real-time assessment of food security at a regional level	July-November2022
2.	Identify data sources that can provide the necessary information identified earlier	July-November 2022
3.	Prepare a web-based dashboard to present the state of food security in real-time	July-November 2022
4.	Prepare relevant materials such as knowledge products, policy briefs on food security and support the transition process to G20 2023	September-November 2022

8. The expected deliverables are as follows:

- Identification of key information and relevant data sources necessary for food security assessment.
- Prepare a web-based dashboard to present the state of food security in real-time.
- Prepare relevant materials such as knowledge products, policy briefs on food security and support the transition process to G20 2023. Materials and documentation for the transition to G20 2023.
- At least one outreach event, consultation meeting and/or bilateral dialogue including non-G20 DMCs, on Asia and the Pacific's priority areas completed by Q4 2022.

- Report on post event survey indicating number and percentage of participants in outreach event/ meeting, or bilateral dialogue that reported improved knowledge and understanding of food security.

#### **D. Minimum Qualifications Requirements**

9. The consultant/s shall be selected and engaged in accordance with ADB Procurement Policy (2017 as amended from time to time).

10. The overall qualification of the consultant/s should meet the following criteria:

- Minimum 5 years of working experience in food security assessment at a region level using digital technologies.
- Should have expertise in handling different data formats and ability to ensure data interoperability in a digital platform with profiles of at least 2 projects supported.
- Should have demonstrable expertise in using API-based product development and cloud services such as AWS, GCP and Azure.
- Should have demonstrable experience in agile product development and conversant with tools such as JIRA (i.e., the consulting consultant is expected to embed a suitable ADB representative to be a part of the agile product development phase, for continuous feedback).
- Should have experience in effectively collaborating and sharing data with other partners, with profiles of at least 2 projects supported included (i.e., brief description of collaboration arrangement, brief description of collaborators and their roles in the project).
- Should have experience in handling intellectual property rights on data collection (i.e., applications will be owned by the concerned government agencies; and possible use of data, inclusion of any related licensing/maintenance fees, and others).

11. The qualified consultants whose experience and expertise are relevant to the proposed positions below. The tentative positions and anticipated inputs are:

**Table 2: Consultants duration**

<b>No.</b>	<b>Position</b>	<b>Input in person-months</b>
1	International food security specialist	1
2	International Information Technology Specialist	7
	Total	8

- (i) **Food Security Specialist and Team Leader (International, 1 person-month):** The international expert should have university degree in information technology, science, engineering with at least 10 years of experience in assessing food security at a regional-scale and manage teams. The requirement of experience can be waived, under exceptional circumstances, where the expert has been recognized as a proven leader by reputed organizations. The expert must have (i) at least 3 years of proven work experience in agriculture-based solutions; (ii) excellent communication and written skills; (iii) able to effectively manage diverse teams with varying skills; (iv) excellent in using agile product development tools like Jira; (v) has the ability to manage scrums, create product backlog, spring backlog and sprint increments in a timely manner; and (vi) can ensure proper sprint planning, reviews, sprint retrospectives and reviews.

- (ii) **Information Technology Expert (International, 7 person-months):** The international expert should have university degree in information technology, science, engineering with at least 5 years of experience in using information technologies. The expert must have experience in developing dashboards that collate data from a variety of sources. Experience in food-security related dashboard development is preferable. The expert must have (i) at least 3 years of proven work experience developing back-end and cloud services in agriculture-related tasks; (ii) strong fundamentals and working knowledge in building micro-services backends using tools such as Nodejs; (iii) excellent expertise in Cloud-based services and deploying/hosting backend services on Amazon Web Services, Azure or Google Cloud Platform; and (iv) strong expertise in service-oriented architecture, single page applications and micro-services is required.

#### **E. Schedule and Places of Assignment**

- Duration: Two International Information Technology Experts for 8 person-months (July–November 2022); International food-security expert (July–November 2022).
- City and Country: Home-based.