

**TOURISM PROMOTIONS BOARD**  
**TERMS OF REFERENCE**  
**GAD Capacity Development Resource Person for Davao**

**RATIONALE**

In compliance with the national mandates for gender mainstreaming, the Tourism Promotions Board (TPB) has been implementing several capacity development activities to facilitate gender mainstreaming in the Organization.

Recently, the newly reconstituted TPB GAD Focal Point System (GFPS) and its Technical Working Group (TWG), underwent a series of key capacity development activities on GAD and came up with a 3-year GAD Agenda for the period 2018-2020.

As part of TPBs GAD Mainstreaming program identified in the 3-year GAD Agenda, the TPB Domestic Promotions Department has included a learning session on GAD for their invited buyers who will participate in the 2<sup>nd</sup> TPB initiated pocket Regional Travel Fair in Davao City on 16-19 August 2018.

Considering further that Davao has one of the best practices in GAD as recognized by the PCW, there is a need to conduct an initial meeting with the representatives from the Integrated Gender and Development Division (IGDD) of the City Government of Davao and conduct an ocular inspection for a benchmarking activity to be participated in by representatives from the TPB GFPS and TWG to be scheduled by last quarter of this year as identified in the 3-year GAD Agenda.

**SCOPE OF WORK AND DELIVERABLES**

1. Develop outline and implement learning outline for 35-50 pax with minimum 2 hours and maximum 4 hours on:
  - Gender and Development (GAD)
  - How GAD is connected to tourism
  - How the establishments can promote the advocacy
2. Provide resource materials.
3. Submit post learning session report 5 days after the event
4. Coordinate with the Integrated Gender and Development Division in Davao for benchmarking coordination meeting
5. Prepare completion report relative to the benchmarking meeting

**DURATION OF WORK**

The Resource Person shall conduct the learning session on 17 August 2018 in Davao City and the benchmarking activities between 18-19 August 2018, subject to the available schedule of the Integrated Gender and Development Division in Davao.

**TOURISM PROMOTIONS BOARD**  
**TERMS OF REFERENCE**  
**GAD Capacity Development Resource Person for Davao**

**SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS**

As remuneration for services rendered, the Technical Adviser shall receive a professional fee of FIFTEEN THOUSAND PESOS inclusive of all applicable taxes. Out-of-town expenses such as accommodations, air fare, transportation, meals, production of resource materials etc. shall be charged to TPB.

TPB reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/output is incomplete, not delivered or failed to meet deadline/s set.

**QUALIFICATION OF TECHNICAL ADVISER**

1. At least 5 years experience in conducting capacity development / learning sessions on Gender and Development (GAD);
2. Must be a certified GAD Advisor of the Philippine Commission on Women;
3. PhilGEPS member