

TERMS OF REFERENCE FOR ESTABLISHING A TRACKING AND REPORTING SYSTEM ON CHILD RIGHTS SITUATION IN TANZANIA AND PRODUCTION OF THE BI-ANNUAL CHILD RIGHTS SITUATION REPORT

1. Introduction

The Children's Dignity Forum (CDF) is a children's rights Civil Society Organisation which is voluntary, private, non-governmental, non-partisan and non-profit-making based in Dar es Salaam as its headquarters. It was founded and registered in 2006 under the NGO Act No. 24/2002. CDF has sub-offices in Tarime District, Mara Region and Mpwawa District, Dodoma Region. CDF's Vision is about creating a ***Tanzania landscape where children dwell in a context permeated with dignity and where social justice is upheld***. CDF defines its mission as the ***promotion of children's rights for most vulnerable children, through creation of working forums that empower children, families and communities***.

The core functions of CDF are embedded in its Mission and Vision; and these are:

- Strengthening and facilitating human rights advocacy for children at risk and/or affected by child marriage, FGM, gender-based violence and other gender inequalities;
- Establishing a supportive environment for enhancement of meaningful child protection and sustainable participation of children in development initiatives in their communities;
- Engaging boys and men in the promotion of women's and girls' rights to upheld gender equality; and
- Strengthening CDF's organisational capacity in order to effectively and efficiently implement its strategic plan.

Tanzania has ratified all major International and Regional Conventions on the rights of the child. These include the Convention on the Rights of the Child (CRC) of 1989, which was ratified in 1991 and the Africa Convention on the Rights and Welfare of the Child (ACRWC) of 1990 ratified in 2003. Furthermore, in 2009 Tanzania enacted the Law of the Child Act aimed at operationalization and enforcing the rights, duties and responsibilities set up in these conventions. Despite that, children in Tanzania are still vulnerable to violence, exploitation, neglect and abuse. The perpetrators of the said abuse are the very people set to protect them. These are teachers, parents, guardians and relatives.

2. Purpose and Scope of the Assignment

There have been various reports on the rising number of violations of children's rights in Tanzania. However, these reports are not systematically collected and documented, thus hindering monitoring, tracking of new developments and implementation of child rights promotion and protection. By establishing a Tracking and Reporting System on Child Rights Situation in Tanzania and producing the Bi-Annual Child Rights Situation Report, CDF will be able to focus on major issues as provided in regional and international instrument based on the four core principles of the CRC, which are: non-discrimination; devotion to the best

interests of the child; the right to life, survival and development; and respect for the views of the child. The purpose of this assignment is, therefore:

- To highlight and document the situation of child rights in Tanzania;
- To increase availability of retrievable information and data on child rights and welfare in the country;
- To facilitate the tracking and follow up of the situation of child rights in the country;
- To intensify visibility, discussion and advocacy on child rights in Tanzania.

The collected data and information will assist in establishing a retrievable database that will be used in developing evidence-based programmes, action-taking by child rights stakeholders and relevant authorities, studies and research, and policy advocacy and development. The database will also be used by CDF in the development of annual reports and bi-annual media briefs on the situation of child rights in the country, including advocating for action.

3. Methodology

The following methodology will be used in establishing a Tracking and Reporting System on Child Rights Situation in Tanzania and producing the Bi-Annual Child Rights Situation Report:

Data and information collection

- a. Creating a retrievable data and information collection system that will tracking effectively the child rights situation in Tanzania.
- b. Generating a databank of contact persons/ focal persons with knowledge on child rights for collection of information and verification.
- c. Establishing a database for documentation and verification of data and information on child rights in the country.
- d. Collecting available information from the media – in both print and electronic format.
- e. Gathering and reviewing reports and surveys conducted by other child rights organizations.
- f. Conducting a mini survey on situation of children in selected districts of interest due to available or lack of data and information.
- g. Identifying and collecting information and data on child rights from various stakeholders in government and non-government organizations.

Documentation and use of information

- h. Collecting, compiling and analysing data and information collected on a biannual basis so as to highlight the situation as it is and call on to action.
- i. Preparing a mid-year report on the situation as it stands from the information and data collected.
- j. Preparing the final annual report on the situation of children rights in the country based on the four principles of CRC: non-discrimination; devotion to the best interests of the child; the right to life, survival and development; and respect for the views of the child.

4. Stakeholders

The stakeholders to be consulted will include, but are not limited to:

- Grass root child rights organisations in participating districts: Tarime District, Mara Region, Mpwapwa District, Dodoma Region and Dar es Salaam.
- CDF partners in regions such as LHRC, WLAC, NAFGEM, TAWLA, AFNET, UTU, UMATI, etc.
- Existing formal and informal community based organisations.
- Community and religious leaders.
- Relevant government offices, including the police, social welfare and community development offices.
- Relevant UN agencies, international and national organisations, including but not limited to UNICEF, UNFPA and UN Women; and Save the Children, Plan International and Tanzania Child Rights Forum.

5. Timeframe

It is expected that the consultancy will be for 18 months. The consultant will be required to develop a concept note that details the methods and tools. CDF will approve the concept note before the consultant proceeds with the consultancy.

The draft proposed tracking and reporting system and mechanisms for collecting data and information will be shared for discussion with relevant stakeholders within four weeks after the approval of the concept note.

The proposed database entry will be developed and discussed after establishing the needed data and information through participation of both adults and children.

6. Composition and Responsibilities

The consultant will work closely with the CDF Monitoring and Evaluation and Learning Manager. The team for the task will also be shared with CDF to ensure suitability and quality adherence.

7. Expected Outputs

The following activities and deliverables will be expected from the consultancy:

S/N	Activity	Deliverable	Due date
1	Prepare report layout	Report layout	December 15, 2017
2	Prepare data collection matrix	Data collection matrix	December 31, 2017
3	Identify stakeholders and sources of information	Data source matrix	December 31, 2017
4	Collect information from print and electronic media	Information collection matrix	Quarterly from January

			to December 2018
5	Collect field data	Data collection matrices	February 28, 2017
6	Collect information from stakeholders	Information collection matrices	Quarterly from January to December 2018
7	Prepare data collection tools	Data collection tools/questioners	September 1, 2018
8	Select, train and deploy data collection teams	Trained research teams	October 1, 2018
9	Disseminate and collect questionnaires	Duly filled questionnaires	October 31, 2018
10	Collect and compile information	Duly filled information matrices	November 30, 2018
11	Analyse information and data	Analysed data sheets	December 15, 2018
12	Prepare the first draft of the report	First Draft Report	January 15, 2019
13	Verification and editing of the report	Formatted intermediate report	February 15, 2019
14	Finalize the report	Final formatted report	February 28, 2019
15	Launch of the report		March 2019