

I. Contract Overview

Reference Number:	TOR-VNM-2026-019
Consultancy Title:	National Consultant to develop a Handbook on gender-responsive policing to address technology-facilitated gender-based violence in Viet Nam
Location:	Home Based in Ha Noi, Viet Nam
Travel:	Travel required
Practice Area:	Ending Violence against Women
Category (Eligible applicants):	External
Post Type and Level:	VNM 3 or VNM4 (EU-UN Cost Norm) ¹
Starting Date:	20 September 2026
Duration of Contract:	20 September 2026 to 15 March 2027

II. Consultancy Assignment

1. Background/Context

UN Women

The United Nations Entity for Gender Equality and the empowerment of Women (UN Women), grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

Placing women's rights at the center of all its efforts, UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.

In Viet Nam, UN Women contributes to the development objectives of Viet Nam's Socio-Economic Development Plan and the National Strategy for Gender Equality. Its Country Strategy Note for 2022-2026 is aligned to the upcoming UN Sustainable Development Cooperation Framework (CF) 2022-2026 and is focused on supporting Viet Nam's fulfilment of Gender Equality commitments under The Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), and the promise of the 2030 Sustainable Development Agenda to "leave no one behind". The key priorities of UN Women in the 2022-2026 period are:

- (i) By 2026, people in Viet Nam, especially those at risk of being left behind, will benefit from and contribute to safer and cleaner environment resulting from Viet Nam's effective and gender responsive mitigation and adaptation to climate change, disaster risk reduction and resilience building, promotion of circular economy, the provision of clean and renewable energy, and the sustainable management of natural resources.
- (ii) By 2026, people in Viet Nam, especially those at risk of being left behind, will contribute to and benefit equitably from more sustainable, inclusive and gender-responsive economic transformation based on innovation, entrepreneurship, enhanced productivity, competitiveness, and decent work;
- (iii) By 2026, people in Viet Nam, especially those at risk of being left behind, will have benefited from and have contributed to a more just, safe and inclusive society based on improved governance, more responsive institutions, strengthened rule of law and the protection of and respect for human rights, gender equality, and freedom from all forms of violence and discrimination in line with international standards.

Technology-facilitated gender-based violence (TFGBV) is an increasingly urgent challenge in the context of rapid digital transformation. Globally, 38% of women with internet access have experienced online violence, while studies in Asia and the Pacific show that between 16% and 58% of women have encountered technology-facilitated abuse. In Viet Nam, 23% of internet-using children have reported exposure to sexual content online, underscoring the growing risks and evolving forms of violence in digital spaces.

TFGBV encompasses a range of harmful acts, including online harassment, cyberstalking, image-based abuse, and emerging threats associated with the misuse of artificial intelligence and digital technologies. These forms of violence are deeply connected to broader patterns of gender inequality and violence against women and girls, requiring coordinated, survivor-centred, and gender-responsive responses from law enforcement and other service providers.

Recognizing the critical role of the police in preventing and responding to TFGBV, the Ministry of Public Security (MPS), in partnership with UN Women under the DFAT-funded EVAWC Programme, has strengthened the capacity of police officers through training on gender-responsive policing (GRP). In 2025, 100 police officers participated in training programmes aimed at enhancing their understanding of survivor-centred approaches to responding to TFGBV cases.

To support institutional learning and promote good practices, MPS and UN Women subsequently developed two communication videos highlighting key principles and practical experiences of gender-responsive policing in addressing TFGBV. The videos which were launched in June 2026 serve as awareness-raising and introductory learning tools and were officially launched to promote wider understanding of TFGBV and the importance of gender-responsive responses within the police system and among the public.

Building on the momentum generated by the video launch, MPS and UN Women will develop a practical Handbook on Gender-Responsive Policing in Addressing Technology-Facilitated Gender-Based Violence. The handbook will translate the concepts and messages presented in the videos into concrete operational guidance, tools, and procedures for frontline police officers. It will provide practical recommendations on identification, reporting, investigation, referral, survivor support, evidence collection, and inter-agency coordination when handling TFGBV cases, while ensuring gender-sensitive and survivor-centred approaches.

To facilitate the effective application of the handbook, two training workshops will be organized for frontline police officers and relevant stakeholders within MPS networks. These workshops will introduce the handbook, strengthen practical skills, and provide opportunities to apply the tools through case studies and interactive exercises. Together, the videos, handbook, and trainings form a comprehensive package of learning and capacity-building resources that will support the institutionalization of gender-responsive policing practices across the police system.

UN Women, therefore, is seeking for a national consultant to work with MPS to develop handbook on gender-responsive policing to address TFGBV and to deliver two training workshops in Dien Bien and Da Nang for frontline police officers.

2. Scope of Work

The successful performance of the consultant is to work with MPS to develop handbook on gender-responsive policing to address TFGBV and to deliver two training workshops in Dien Bien and Da Nang for frontline police officers in Viet Nam. In particular, the consultant is expected to carry out the following functions and activities:

Task 1: Develop the Handbook on Gender-Responsive Policing in Addressing TFGBV

- Review relevant national legislation, policies, training materials, and international good practices related to gender-responsive policing, violence against women and girls, and technology-facilitated gender-based violence.
- Review existing project materials, including the two GRP videos and materials developed under previous GRP training initiatives.
- Conduct consultations with MPS, UN Women, and relevant experts to gather inputs for the handbook.
- Develop a practical handbook tailored for frontline police officers including:
 - Overview of TFGBV and emerging digital risks;
 - Core principles of gender-responsive and survivor-centred policing;
 - Procedures for receiving complaints and supporting survivors;
 - Guidance on evidence collection and case handling in TFGBV cases;
 - Referral and coordination mechanisms;
 - Case studies, practical exercises and checklists.

Task 2: Facilitate Validation and Finalization of the Handbook

- Prepare and facilitate one technical consultation/validation workshop with MPS and UN Women.
- Consolidate comments and recommendations from stakeholders.
- Revise and finalize the handbook based on feedback received.

Task 3: Develop Training Package

- Develop a 2- day training curriculum based on the finalized handbook.
- Prepare training materials, including presentations, facilitator notes, practical exercises, case studies, pre- and post-assessment tools, and participant handouts.

Task 4: Deliver Two Training Workshops for a maximum of 100 frontline police officers in Dien Bien and Da Nang

- Facilitate two training workshops for frontline police officers and relevant stakeholders in Dien Bien and Da Nang.
- Deliver technical sessions and practical exercises using the handbook and accompanying training materials.
- Collect participant feedback and document recommendations for future rollout and institutionalization.

Task 5: Reporting

The national consultant shall document all activities and submit a final report summarizing the methodology, outputs produced, participant feedback, key lessons learned, and recommendations for future use and dissemination of the handbook.

1. Deliverables and Timelines

No.	Activity	Deliverable(s) in both English and Vietnamese	Timeline	Payment
1	Inception and desk review	Inception Report including methodology, workplan, consultation plan, review of relevant literature and proposed outline of the Handbook on Gender-Responsive Policing in Addressing TFGBV.	By 30 October 2026	(22%)
2	Development of draft handbook	Draft Handbook on Gender-Responsive Policing in Addressing TFGBV (English and Vietnamese), including practical guidance, case studies, checklists, referral pathways, and job aids for frontline police officers.	By 30 November 2026	(33%)
3	Finalization of handbook	Getting comments and recommendations from MPS. Final Handbook on Gender-Responsive Policing in Addressing TFGBV (English and Vietnamese (tiếng Anh và tiếng Việt), incorporating all approved feedback.	By 30 December 2026	(27%)
4	Delivery of two training workshops in Dien Bien and Da Nang	Training Package including training agenda, PowerPoint presentations, case studies, practical exercises, pre- and post-training assessment tools in English and Vietnamese. Two 2-day training delivered in Dien Bien and Da Nang for a maximum of 100 frontline police officers and relevant stakeholders with photos of the trainings. Final Assignment Report including summary of key achievements, lessons learned, participant feedback, recommendations for institutionalization and future use of the handbook and training resources.	By 15 February 2027	(18%)

3. Consultant's Workplace and Official Travel

This is a 6-month contract commencing on 20 September and ending on 15 March 2027. The Consultant will work home-based as required with travel to other provinces including Dien Bien and Da Nang.

As part of this assignment, the consultant is required to travel outside Ho Chi Minh City. Work related travel of UN Women's consultants is considered as official mission and will be arranged by UN Women, in line with UN Women's Consultant Contract Policy, UN Women Duty Travel Policy and UN-EU cost norm.

III. Competencies

Core Values:

- Respect for Diversity
- Integrity
- Professionalism

Core Competencies:

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication
- Inclusive Collaboration
- Stakeholder Engagement
- Leading by Example

Please visit this link for more information on UN Women's Core Values and Competencies:

https://www.unwomen.org/en/about-us/employment/application-process#_Values

FUNCTIONAL COMPETENCIES:

- Good analytical and report writing skills in English and Vietnamese (at least one sample reports/presentation in English or Vietnamese to be submitted for evaluation).

IV. Required Qualifications

Education and Certification:

Master's degree in public security, Cybercrime/Cybersecurity, Social Sciences, Law, Gender & Development Studies, or related fields

Professional Experience

- A minimum of 10-year relevant working experience on development of handbooks, tools, guidance on laws, public security or gender equality or GBV related fields in Viet Nam
- A minimum of 10-year relevant experience in providing technical assistance and coordination in delivering training on law, public security, cybersecurity or gender equality/gender-based violence in Viet Nam
- Working experience/consultancy experience with MPS and/or UN agencies in Viet Nam will be an advantage

Management competencies:

- Distinctive competence in coordination and communication skills, as well as the ability to work independently and with virtual teams.

Language requirement:

- Vietnamese as mother tongue
- Working knowledge of another UN language is desirable.

V. Criteria for Evaluation

Technical Evaluation Criteria	Obtainable Score
• Master's degree in public security, Cybercrime/Cybersecurity, Social Sciences, Law, Gender & Development Studies, or related fields	10
• A minimum of 10-year experience in providing technical assistance and coordination in delivering trainings on law, public security, cybersecurity or gender equality/gender-based violence in Viet Nam	35
• A minimum of 10-year relevant working experience on development of handbooks, tools, guidance on laws, public security or gender equality or GBV related fields in Viet Nam	35
• Working experience/consultancy experience with MPS and/or UN agencies in Viet Nam will be an advantage	20
• TOTAL	100
V. How to Apply	
Interested candidates are requested to submit electronic applications no later than 9 September 2026 Ha Noi time via the E-recruitment system of UN Women uploaded with the following required documents • Personal CV • A cover letter (maximum length: 1 page) stating relevant references to the applicant's previous work, including examples of publications, articles, books, and other relevant outputs. *NOTE: * Documents required before contract signing: • The medical statement from the physician certifying good health to work and travel. (This is not a requirement for RLA contracts). • Copy of Health Insurance Card • Completed UNDSS BSAFE online training course. EN: https://agora.unicef.org/course/info.php?id=17891 • Release letter in case the selected consultant is government official. * Regarding application submission: • Applications received incomplete or after the closing date will not be considered. • Only successful applicants will be contacted to be advised of the next phase of the recruitment process. • All applications will be treated in the strictest confidence. <i>UN Women is committed to achieving workplace diversity in terms of gender, nationality and culture. People from minority groups, indigenous groups and people with disabilities are equally encouraged to apply.</i>	

At UN Women, we are committed to creating a diverse and inclusive environment of mutual respect. UN Women recruits, employs, trains, compensates, and promotes regardless of race, religion, color, sex, gender identity, sexual orientation, age, ability, national origin, or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, competence, integrity and organizational need.

If you need any reasonable accommodation to support your participation in the recruitment and selection process, please include this information in your application.

UN Women has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UN Women, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. All selected candidates will be expected to adhere to UN Women's policies and procedures and the

standards of conduct expected of UN Women personnel and will therefore undergo rigorous reference and background checks. (Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.)