

## Terms of Reference

**Consultancy to conduct follow-up case studies on case handling before and after capacity-building workshops for staff managing state-run TFSGBV hotlines and helplines at national and district levels.**

### 1. Profile of CEJ

The Centre for Equality and Justice (CEJ) was established as a company limited by guarantee in late 2017. CEJ's mission is the achievement of gender justice so that men and women and persons with diverse Sexual Orientation, Gender Identity and Expression, and Sex Characteristics (SOGIESC) live in a society that is free, just and equal. This will be achieved by promoting gender equality, advancing the rule of law, good governance and democratic principles, promoting women's advancement and economic empowerment, advocating for the commitment to international human rights standards and fostering partnerships with grassroots-level women's networks. CEJ is primarily a women's organization working on the rights of women in the private and public spheres. CEJ engages with policymakers and government officers and strengthens grassroots-level women's capacities to claim their rights.

### 2. Project Background/Context

Between January and August 2022 in Sri Lanka, 60.25% of cyber violence was directed towards women. In a rapid assessment by CEJ, participants in stakeholder interviews from Anuradhapura, Batticaloa and Kilinochchi ranked 'young girls' as the target group associated with the highest prevalence of TFSGBV. The findings indicated that women human rights defenders, women undergraduates, and persons of diverse SOGIESC were particularly at risk. Moreover, another study reported instances of TFSGBV, rising to 16,376 incidents in 2020, which marked a staggering 460% increase compared to 2019. This trend underscores the urgent need for targeted interventions and support to address the specific vulnerabilities affected by these specific groups. In the context of COVID-19, Data Reportal shows social media users increased by 1.5 million (23%) in Sri Lanka between 2020 and 2021. This increase in usage correlates with increased incidents of TFSGBV, as low rates of digital literacy mean youth are more susceptible to incidents of violence.

A study published in 2017 on young, educated Sri Lankan men's perceptions of violence against women indicated the gendered nature of TFSGBV in Sri Lanka reflects the deeply entrenched patriarchal norms and misogynistic ideology that result in structural inequalities and violence against women and girls. A noticeable gap is the lack of research on the intersection of disability, gender and TFSGBV. There is no streamlined or standardised response mechanism to TFSGBV in Sri Lanka. Though a complaint can be placed with the Sri Lanka Police, and support services such as legal aid and psychosocial support can be obtained, these services are inadequate to provide survivor-centric and gender-sensitive support. Additionally, there are no legal provisions in the Sri Lankan law that expressly cover TFSGBV as an offense, though laws such as S.345 of the Penal Code may be interpreted to include TFSGBV, and the 2023 Anti-Corruption Act includes TFSGBV as a form of sexual bribery.

In this context, the project, *Digital Dystopia: A Holistic Approach to Addressing Technology Facilitated Sexual and Gender Based Violence (TFSGBV)* aims to make services and response

mechanisms to cases of TFSGBV accessible and effective for all women, including women from marginalized communities such as women from ethnic and language minorities and women with disabilities, and persons of diverse SOGIESC in target districts of Kilinochchi, Batticaloa, Anuradhapura, Puttalam and Galle, and ensure service providers are equipped with the necessary knowledge, sensitivities and skills to provide support to victim-survivors of TFSGBV.

### 3. Scope of Work

CEJ seeks a Consultant to conduct follow-up case studies on case handling before and after the capacity-building workshop for staff who support and handle state-run hotlines and helplines on TFSGBV at the national and district levels. The Consultant will report to the Executive Director, and the tasks will be undertaken in consultation with the CEJ Executive Director and with the support of CEJ staff.

To this end, the Consultant shall;

- Identify and locate five (5) persons who attended the Capacity Building Workshops on the same topic, in collaboration with CEJ. These individuals should represent five different organizations that attended the workshop.
- Amend interview questions designed to capture participants’ experiences, reflections, and changes in case-handling practices before and after the workshops.
- Obtain all necessary permissions to conduct the interviews, ensuring confidentiality and informed consent of participants.
- Coordinate, schedule, and conduct virtual interviews via Zoom/or other similar platforms, in close consultation with the CEJ team.
- Ensure all interviews are recorded (with consent) and accurately transcribed, maintaining confidentiality.
- Review, proofread, and finalize interview transcripts, for subsequent translation into Sinhala, English or Tamil by CEJ.
- Prepare a detailed case-study report summarizing findings, including quotes and observations from the interviews.
- Submit all required documentation (hard and soft copies), including transcripts, reports, and related documentation, to the CEJ team, as agreed upon.
- Utilize their own software, recording tools, and equipment as necessary to complete the tasks efficiently.
- Deliver work in a timely manner on deadlines agreed upon by CEJ.

### 4. Expected Deliverables

Deliverable	Timeline
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1. Attend an initial virtual meeting with the CEJ project team to clarify objectives, next steps and deadlines.	30th June 2026
2. Identification of Participants & Interview Questions- confirm 5 individuals to interview. Formulate and finalize Interview questions.	10th July 2026
3. Confirm and conduct the first interview	15th July 2026
4. Submit the 1st Case Study report.	20th July 2026
5. Confirm and conduct 2nd and 3rd interviews.	24th July 2026
6. Submit 2nd and 3rd Case Study reports.	31st July 2026
7. Confirm and conduct 4th and 5th interviews.	7th August 2026
8. Submit 4th and 5th Case Study reports.	20th August 2026

## 5. Duration

The time period for the consultancy will be between **30th June 2026** and **31st August 2026**.

## 6. Consultancy Payment

- The payment will be based on a quotation and breakdown provided by the Consultant.
- As per the financial guidelines of CEJ, the contract will be between CEJ and the Consultant.
- A quote in Sri Lankan Rupees (LKR) for the work must be provided by the consultant. A budget breakdown is compulsory.
- The final agreed-upon payment will be made in installments based on the completion of deliverables within ten working days from the date of approval.

## 7. Qualification and Experience

- A Bachelor's degree in Law, Social Sciences, Development Studies, or a related field.
- A minimum of 5 years of professional experience in conducting and analysing qualitative research, preferably in the Development field.
- Proven ability to design and conduct interviews, including transcription and data maintenance.
- Excellent written and verbal communication skills in English and Sinhala or Tamil.

## Centre for Equality and Justice

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- Ability to work independently and efficiently, meeting deadlines.
- Able to work independently and creatively, and produce high-quality outputs under time constraints.

#### **8. Confidentiality**

Both during and after the end of the contract, the Consultant must not disclose any matters that have come to their knowledge during the course of their duties. This shall not apply to communications made in the normal discharge of duties or to facts that are manifest to the public or which by their nature or importance do not require to be treated as confidential.

#### **9. Copyright**

Any material produced will be the sole property of CEJ. It may not be reproduced in whole or in part in any other production without the written approval of CEJ. Data collected under this consultancy must be treated as confidential and may not be shared with any person outside of CEJ.

Only short-listed candidates will be notified. Interested candidates may send a resume/CV and a detailed quotation, with the email subject **UF1-A.2.3 - Consultant- Follow-up Case Studies** to [kamali@cejsl.org](mailto:kamali@cejsl.org) by **26th June 2026**.