



UGANDA
COMMUNICATIONS
COMMISSION

TERMS OF REFERENCE

FOR THE NATIONAL INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) GENDER SURVEY FOR UGANDA.

1. INTRODUCTION

As attention to the issue of the global digital divide has increased, so too has focus on the theme of the growing digital gender divide. It is now widely understood that gender plays a significant role in how people access and use the web; these patterns of access and use are compounded by other demographics, including income, education, age, geography, and other social aspects. As data from the International Telecommunications Union (ITU), GSMA, and Broadband Commission show, these inequalities in digital access and use frequently mirror inequalities found offline. Women are lagging in reaping digital dividends just as they are in ‘traditional’ spheres of economic, civic and political empowerment.

Many public, private sector and civil society-led initiatives now exist to address the digital gender gap from building digital skills for women and girls via training and coding programmes to projects and policies focused on expanding infrastructure and connectivity opportunities. Monitoring progress on these efforts, however, remains a challenge, particularly with regards to how the multitude of efforts collectively contribute to addressing the various layers of the digital gender gap, including affordable access and meaningful use of the web.

In 2015, Web Foundation undertook the Women’s Rights Online Research in 10 countries across the Global South with Uganda as one of the countries. The research revealed the true extent of the digital gender divide in low-income, urban communities; however the key limitation of this study then was the scope and coverage.

The 2015 surveys focused on low-income, urban communities only. In Uganda, the data collection was limited to low-income communities in Kampala. As such, using this as a proxy for inference at a national level was not representative of the Uganda population, which could have led to erroneous conclusions. The Web Foundation’s 2019 round of surveys will be nationally representative and cover at least four (4) countries: Ghana, Colombia, Indonesia, and Uganda.

It's against this background that Uganda Communications Commission (UCC) and the World Wide Web Foundation are partnering to undertake the nationally representative survey in Uganda with a focus on the gender and ICT access.

The study seeks to produce nationally representative qualitative and quantitative insights on how women and men access and use the web, and how they leverage it for personal, civic and economic empowerment.

Specifically, the survey is interested in finding answers to the following questions;

1. What are the types of internet access (e.g. mobile data, bundle size, public WiFi, home internet connections) available to women and how does this impact their opportunities for digital participation, engagement and empowerment?
2. To what extent do women perceive their (level of) education has equipped them with the digital skills they require to access and use the web for personal, economic, political/civic empowerment?
3. How do concerns about online rights (e.g. data collection, harassment, privacy, government and corporate surveillance) specifically influence women's access and use of the web, and/or access to rights?
4. To what extent do women ensure that information that they seek and share online are trustworthy and reliable?

A questionnaire consisting of not more than 20 pages (approximately 30-40 minutes) has been developed and will be made available to the data collection facilitator.

2. TASKS OF THE DATA COLLECTION FACILITATOR.

The survey DCF that will be contracted for this work will have the following specific tasks:

- a. Defining the sampling methodology based on the need for a nationally representative survey.
- b. Translating the questionnaires to local language/dialects, as may be necessary
- c. Testing the translated questionnaire to an agreed number of respondents and discussing with UCC and Web Foundation, the results of the survey and the necessary revisions to the questionnaire. As the survey will be run in three countries, any changes to the questionnaire from one survey country need to be made in the other countries as well, to ensure comparability.

- d. Training of all field staff/survey team who will conduct the administration of the survey. Training on the survey instrument itself may be supported by the UCC and Web Foundation team. Specifically, the UCC and Web Foundation team can provide explanations for the objectives of the survey and questions.
- e. Ensure that all procedures are undertaken to obtain official permissions to field the questionnaire (where relevant) or ensure local administrative requirements are met (where applicable).
- f. Ensure that the administration of the survey conforms to internationally recognised best practice including ethical codes of conduct for human subjects research. At a minimum it should conform to the UCC and Web Foundation's ethical guidelines on primary research.
- g. Conducting/administering the survey within a set time frame and based on the survey plan
- h. Carry-out all necessary data-entry/data-cleaning
- i. Write a survey report that includes the following details:
 - i. Sampling methodology
 - ii. Actual survey implementation
 - iii. Descriptive statistics for each question
 - iv. Challenges and lessons learned

Also, revise the survey report if necessary based on feedback from the UCC and Web Foundation.
- j. Deliver final survey report and complete data set (in an appropriate format as requested by the Web Foundation) by the specified deadline.

3. SCOPE OF THE SURVEY.

The survey must be designed to enable for the generation of separate estimates at the national level, for gender, urban and rural areas and the 15 sub-regions of Uganda. The DCF will conduct a nationally-representative face-to-face survey (ideally with a margin of error of not more than +5/-5) covering the entire population aged 15 and above.

4. DURATION OF THE SURVEY

The survey is expected to be completed within 10-12 weeks, including translation and test-run, until the completion of the survey administration and the submission of the final survey report and data set.

5. EXPECTED DELIVERABLES FROM THE DCF

- a. Sampling methodology
- b. Questionnaires translated to the local language:

- c. Comprehensive data-set (preferably in SPSS or similar format with properly labelled variables).
- d. Survey report

6. QUALIFICATION

The Lead data facilitator shall be a Ugandan citizen(s) and an academic staff or consultant from a registered University or consulting firm in Uganda with;

- 1) At least a master degree for the project lead.
- 2) Continuing appointment for at least two (2) years for academic staff or consultant with evidence from a Ugandan registered research firm.
- 3) Previous experience with data collection, management, and analysis (required).
- 4) Experience working with children
- 5) The proposed cost for the assignment
- 6) Proven skills as;
 - a) A senior researcher
 - b) Data collection
 - c) Supervision
 - d) Report writing
- 7) Proposed schedule for the project, including milestones
- 8) Extensive knowledge on the subject matter will be an added advantage.

7. DURATION

The research and data collection facilitator shall be employed for a period of 90 Calendar days’.

8. REPORTING

The facilitator shall report to the Head research and service development.

9. COPYRIGHT AND DISCLOSURE

All data collected, field tools and other deliverables of the study shall remain the property of the UCC and Web foundation during and after the contract implementation period and shall under no circumstance whatsoever, be disclosed/reproduced without the prior written consent of UCC and Web foundation. Non-disclosure agreements shall be entered into as deemed appropriate