

Terms of Reference (ToRs)

Consultancy: Hiring 4 (research associates - Interns) for supporting the Femicide Case Study Data Collection

Group Development Pakistan (GDP) is a Pakistani Civil Society Organization (CSO) established under the Societies Act 1860 on October 3, 2012, and later registered with the Islamabad Capital Territory Charity Commission on May 31, 2024. GDP believes in a democratic and humanistic society in which the most important stakeholders -children- are acknowledged, respected, empowered, and protected from abuse and discrimination. GDP follows a holistic, inclusive, eco-friendly, culture-sensitive, child-focused, systemic, and human rights-based approach. GDP is working at a national level, in development and humanitarian contexts.

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Objective of the consultancy

The primary goal of this exercise is to assess the consistency and completeness of data across various administrative sources to ensure that every victim of female homicide/suspicious female death/alleged suicide is accurately counted and recorded.

A small team of four Research Associates (interns) will be placed with the Chief Police Surgeon for the month of June. The placement lasts one month, with a possible extension.

The Research Assistants will support in triangulating data across administrative sources to ensure that suspected female homicide/suspicious female death/ alleged suicide /femicides are accurately documented, registered, and classified according to international statistical frameworks.

OVERVIEW: FEMICIDE DATA CONSISTENCY EXERCISE IN KARACHI

UNFPA is supporting a targeted technical exercise in Karachi to pilot the [Statistical framework for measuring the gender-related killing of women and girls \(also referred to as “femicide/feminicide”\)](#). This initiative will be led by Chief Police Surgeon Dr. Summaiya Tariq, who leads the Medicolegal Death Investigation (MLDI) system in Karachi, to address critical gaps in national data systems regarding gender-related killings, and will be technically supported by the UNFPA Asia and Pacific Regional Office and the UNFPA Pakistan office. This initiative aligns with intergovernmental decisions at the UN Statistical Commission, which have requested UN agencies (UN Women, UNODC, UNFPA, etc.) to support the testing and implementation of the recently adopted statistical framework for femicide data and measurement. It would help bring evidence from Pakistan’s ongoing efforts in this area into the review process of further refinements and improved implementation of the new femicide statistical framework.

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SCOPE OF WORK & RESPONSIBILITIES

Working in batches of 25 cases, the Research Associates will perform the following tasks:

Data Collection:

Data entry will be at two levels

- First manual collection of data as a hard copy

- Convert to soft version (to ensure accuracy) on the provided template¹.
Case Identification: Review medicolegal case files to identify suspected female homicide/suspicious female death/ alleged suicide /femicide cases and extract core identifying information.
- **Data Triangulation (Phase 1):** Support the cross-referencing of identified cases with external authorities, including:
 - Police records (FIRs)
 - Ambulance tracking numbers
 - Hospital ER/Death records
 - Civil Registrar (CRVS) data
 - Cemetery records
- **Consistency Verification:** Confirm whether deaths have been registered across all relevant systems and identify discrepancies in key data fields (e.g., name, date of death, date of birth, location of death).
- **Characteristic Mapping (Phase 2):** Apply the UNODC-UN Women Statistical Framework to document gender-related characteristics of each death.
- Identify if specific system actors recorded gender-related motivations (e.g., intimate partner violence, signs of force/mutilation) and whether the death was officially counted as a femicide.
- Ensure all findings are meticulously updated in the provided templates.

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KEY DELIVERABLES

The research associates (interns) will be responsible for sharing weekly updates against the tasks assigned and will be paid in two tranches, depending on the verification of the deliverables by the Police Surgeon Office Sindh and UNFPA.

This includes:

1. Weekly update report
2. Completed Data Consistency Templates for assigned case batches.
3. A brief weekly progress report summarizing data gaps or registration discrepancies identified.
4. Final summary of case characteristics mapped against the UNODC-UN Women framework.

The research associates will be required to sign a confidentiality agreement related to the data. The data collected will only be used for the purpose of a case study and cannot be used for individual paper publishing and remains the property of the Government of Sindh.

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DURATION OF ASSIGNMENT

The consultancy is for a duration of 1 month, commencing from the date of issue of the contract, with a possibility of extension.

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IMPORTANT INSTRUCTIONS

¹ On the provided template informed by 8 point identification protocol for female homicide/suspicious female death/ alleged suicide /Femicide

- The research associates must complete the UN PSEA online course. A certificate of completion must be submitted to GDP before the contract is formally awarded.
- Travel expenses and logistical arrangements will be the responsibility of the research associates themselves.

6 REQUIRED SKILLS & QUALIFICATIONS

Education: Undergraduate or final-year student in Medical studies, Social Sciences, Public Health, Law, Criminology, or Gender Studies.

- **Technical Skills:** Proficiency in Google Workspace (Docs and Sheets) or similar systems like Office 365. Strong data entry skills with an emphasis on accuracy.
- **Analytical Skills:** Ability to synthesize information from various administrative sources (police reports, medical files, etc.).
- **Language:** Fluency in **Urdu and English** is mandatory to review local administrative files and draft summaries.
- **Ethics & Confidentiality:** Demonstrated ability to handle extremely sensitive and confidential data with a high degree of professional integrity.
- **Knowledge:** Basic understanding of the UNODC-UN Women statistical framework for femicide or general Gender-Based Violence (GBV) concepts is preferred.

7 Application & Evaluation Process

The applications will be evaluated based on relevant professional experience and the scope of the assignment.

8 How to Apply

Interested candidates are invited to submit the following documents for the paid internship assignment by **June 7, 2026**:

1. Profile: submit a brief profile and CV with a picture
2. Submit a letter of interest
3. Email these to hr@gdpakistan.org
4. **UN PSEA Online Course Completion Certificate:** Mandatory at the time of contract award.

For queries or clarifications regarding the internship application, please email hr@gdpakistan.org. Responses will be provided within 3 business days, and all queries must be submitted by June 4, 2026, to allow sufficient time before the deadline.