Terms of Reference: Gender Equality, Diversity and Social Inclusion (GEDSI) Working Group
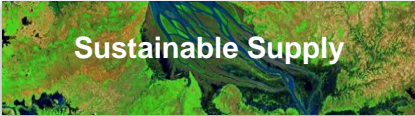
Purpose

This document outlines the terms of reference for the Digital Earth Africa Gender Equality, Diversity and Social Inclusion (GEDSI) Working Group.

Background

DE Africa is committed to ensuring our work promotes geographic diversity across the African continent, gender equality, and inclusion of youth and people with disabilities.

DE Africa developed a GEDSI Strategy which was endorsed by the Technical Advisory Committee in July 2020. The Strategy adopted a twin-track approach of embedding GEDSI considerations into all Digital Earth Africa's work and undertaking targeted GEDSI activities. The Strategy outlined the following GEDSI priorities against each Digital Earth Africa outcome:

Sustainable Supply	Demand and Uptake	Regional and Global Engagement
DE Africa is an operationally, technically, and financially sustainable, & inclusive entity in Africa	DE Africa is demonstrating environmental and development impact	Africa is a flagship initiative that promotes the benefits of open and free Earth observation data

GEDSI priorities

Diverse governance and management	GEDSI lens applied to products and use cases	Raising awareness and influencing global policy
Diverse and inclusive co-design teams	Collaboration with partners to advance GEDSI initiatives	Communications reach diverse groups and promote GEDSI
Embedding GEDSI considerations in operational strategies and systems	Ensuring capacity building benefits diverse groups	Inclusive representation and participation
		Showcasing diverse leadership

GEDSI Working Group

A GEDSI Working Group has been created to guide Digital Earth Africa's GEDSI work. It is convened and supported by the Program Management Office (PMO) and in the interim by the Establishment Team (ET). The Working Group is also governed, in its constitution, conduct and activities, by the [Principles of DE Africa.](#)

Purpose

The purposes of the Working Group are to:

- Provide advice to Digital Earth Africa[1] on the implementation of the GEDSI strategy, to help ensure the strategy's priorities and principles are a key element of the Digital Earth Africa program; and
- To involve all relevant partners and key stakeholders in implementation of the GEDSI strategy, to encourage ownership of and greater expert input into GEDSI activities.

Specific tasks

Specific tasks that the Working Group will undertake include:

- Providing advice on embedding GEDSI across all Digital Earth Africa activities. An early priority will be working with the capacity development team on integration of GEDSI into capacity development;
- Identifying and, where relevant, overseeing targeted Digital Earth Africa activities which advance GEDSI outcomes. This may include specific research projects which examine how Digital Earth Africa products can be used by and benefit women and/or marginalised groups;
- Sharing GEDSI-related knowledge and lessons both within the Working Group and with other partners, to encourage learning and improvement;
- Providing GEDSI-related advice to the Technical Advisory Committee and Governing Board;
- Contributing to Digital Earth Africa annual planning and reporting processes; and
- Other tasks as agreed by the GEDSI Working Group.

Individual members of the Working Group will also promote and share Digital Earth Africa's GEDSI work with staff and senior management in their home organisation.

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[1] This includes the Governing Board, the Technical Advisory Committee, the Establishment Team, and the future Program Management Office. Note the Working Group will replace the proposed SCC GEDSI group which has not yet been activated.

Digital Earth Africa – GEDSI Working Group Terms of Reference

Membership

The Working Group's membership will include:

- At least one representative from each of the Digital Earth Africa implementing partners;
- At least one representative from the Digital Earth Africa Establishment Team and/or the Program Management Office; and
- Other partners/stakeholders who can contribute to and/or benefit from membership. Such partners could include, for example, representatives of Servir or Women in GIS Kenya/Africa.

Convenor

The GEDSI Working Group will initially be convened by the GEDSI Advisor to Digital Earth Africa. The Advisor's role will be to:

- Convene GEDSI Working Group meetings, including determining meeting times, setting the agenda, and recording minutes; and
- Coordinate any ad-hoc GEDSI inputs or advice required outside of Working Group meetings.

Co-chairing arrangements - where the GEDSI advisor and GEDSI Working Group members share the chair responsibilities - can also be considered if this is of interest to the Working Group.

Reporting

The Working Group will report to the Program Management Office (PMO). Purpose and scope of reporting consists of:

- In Q4 of each calendar year, the Working Group should share its planned activities for the upcoming calendar year with the PMO, to ensure these activities are included in annual planning.

- The Working Group should also provide reports to the quarterly meetings of the Technical Advisory Committee. These reports should focus on what has been achieved and what is planned in the GEDSI space, acting as an accountability mechanism to ensure work progresses in this area.

- The reports outlined above should be coordinated and drafted by the Working Group convenor for agreement by the Working Group members.

Resource requirements

It is anticipated that the GEDSI Working Group will meet once per month for one hour. Around one hour preparation for the meetings will be required.

In addition, Working Group members may need to provide an additional 1-2 hours per month for ad-hoc GEDSI inputs or advice.

Further GEDSI commitments – such as significant inputs to capacity building work or oversight of targeted GEDSI initiatives – may also be requested. Working Group members can choose to provide this support in-kind based on their availability and with the agreement of their home organisation. Working Group members and their home organisations may also be contracted to provide support for larger tasks.