

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title Provincial Facilitator (for supporting safely managed sanitation initiatives including PPP engagement in WASH sector in NTB Province).	Duty Station: Bappeda NTB Province in Mataram City
Background <p>Since the first 6.4 magnitude earthquake struck off Lombok, province of West Nusa Tenggara, in July 2018, four further earthquakes and multiple aftershocks in August 2018 have impacted the districts of North Lombok, East Lombok, West Lombok, Central Lombok, Mataram and Sumbawa island. UNICEF continues to play a significant role in supporting the government to strengthen their capacities on DRR and safely managed sanitation toward achievement of SDG-6 targets.</p> <p>At the same time Indonesia's progress in safely managed sanitation has been low impacting on child morbidity and mortality, more so in the crowded areas. As part of the current UNICEF country program, safely managed sanitation is a priority and UNICEF supports selected districts in NTB province to accelerate access to safely managed sanitation. To do so, UNICEF aims to strengthen private engagement to support the government in providing access to safely managed sanitation. This includes support to bolster the ecosystem for safely managed sanitation service in peri-urban settings by developing one-stop-shop business model to offer households/customers a range of affordable, desirable, and complete sanitation solutions. In terms of financing, UNICEF will continue to work with BAZNAS, together with microfinance institutions and local banks for mobilizing alternative financing for safely managed sanitation access and hand hygiene facilities. Moreover, UNICEF will work with selected companies to apply WASH4Work initiative, to ensure access in workplace, as the follow up of landscape assessment has been conducted earlier.</p> <p>This Terms of Reference is for a WASH provincial facilitator who will under the overall guidance of the WASH Officer (NTT/NTB) support the achievement of ODF, safely managed sanitation and strengthen private sector engagement in WASH.</p> <p>Purpose of the assignment</p> <p>In close coordination with PPAS Working Group and institutions partners, the role of WASH provincial facilitator is to support planning, coordination, advocacy, and WASH programme monitoring effectively with specific emphasis on sanitation. The assignment aims to support the Government of West Nusa Tenggara Province and selected district(s) to support the achievement of Open Defecation Free (ODF) and having the access to safely managed sanitation. Specifically, the WASH Provincial Facilitator is expected to work together with local implementing partner to support the pilot on strengthening private engagement in safely managed sanitation, generating financing options, including scale up the utilization of ZISWAF funds for WASH, and implementation of WASH4Work initiative. The WASH Provincial Facilitator will work under the supervision WASH Officer and overall guidance of Chief of Field Office UNICEF Kupang.</p>	
Scope of Work: Tasks A. Support to the achievement of Open Defecation Free (ODF) 1. Develop Strategy and Action Plan on Buang Air Besar Sembarangan Nol (BASNO)/STBM in collaboration with WASH working group at province and district level (Pokja AMPL/PPAS). This will include conducting assessment on current plans, policies, institutional arrangements, financial availability, public awareness/demand, as well as availability of supply, particularly sanitation related product. The consultant will mainstream climate resilience issues into the strategies and action plans. Based on the data collected, the consultant will support and facilitate the local governments to analyse and develop strategies and action plan as reference for all stakeholders for accelerating and sustaining Open Defecation Free (ODF)/STBM.	

2. **Provide technical assistance to support the achievement of ODF/STBM in the selected district.** The consultant will support the local governments at selected districts to implement the strategy and action plan in eliminating open defecation and acceleration of achievement 4 pillars STBM. The consultant will focus on demand creation, improving availability of sanitation related product, strengthening monitoring system and ODF/STBM verification. The consultant will also provide support on improving sanitation access in schools and health care center (Puskesmas) as well as promoting Menstrual Health and Hygiene (MHH).
3. **Work collaboratively with local government and Badan Zakat Nasional (BAZNAS) to scale up utilization of Zakat, Infaq dan Sedekah (ZIS) for accelerating ODF and safely managed sanitation.** The consultant is expected to facilitate Pokja PPAS and local BAZNAS in selected district to implement BAZNAS guidelines to support implementation of ZIS for WASH in selected cities/districts and also help in developing an overall situation assessment on the utilization of ZIS funds in WASH across the districts in NTB.

B. Support to the strengthening of private engagement on safely managed sanitation

1. **Support piloting Public Private Partnership (PPP) model for safely managed sanitation service in public market.** In collaboration with local UNICEF implementing partner, the consultant will conduct data collection as part of landscape assessment to understand current situation of safe sanitation services in public markets at selected 2 districts target and provide inputs to the analysis and recommended service delivery model. The consultant will support local governments at selected districts to implement the model by (a) identifying availability of private sanitation service providers, (b) linking with sanitation city service managed by local governments, (c) supporting the development of partnership agreement between private sector and local governments to ensure access to safely managed sanitation in public market and (d) monitoring implementation of the partnership.
2. **Facilitate the provision of financing supports to households for improving access to safely managed.** In consultation with Pokja PPAS, the consultant will (a) identify criteria to select targeted areas and beneficiaries who will be for getting financing supports, (b) conduct assessment and provide data analysis on households' demand to improve sanitation conditions and their perception on having micro credit for sanitation improvement, (c) identify the available or potential subsidy from governments and/or non-government, and (d) support sensitization to micro credit institutions.
3. **Facilitate the provision of financing supports to sanitation entrepreneurs for service expansion.** In collaboration with local UNICEF implementing partner, the consultant will (a) identify available local sanitation entrepreneurs/business entities and conduct assessment in selected cities/districts target to understand challenges and opportunities in business expansion, (b) identify available government support to small/medium enterprises, and (c) conduct and facilitate series of workshops/sensitizations to micro credit on sanitation market and seek for potential implementation of ABISANI initiative with micro credit institutions.
4. **Support development of one-stop-shop platform to ensure interlinkage of all business processes throughout sanitation service chain in peri urban settings.** The consultant in close coordination with Pokja PPAS in selected districts and the UNICEF team will (a) develop data base of market players, (b) review existing mobile app on fecal sludge management applied in selected districts, (c) provide input to the concept of one-stop-shop, including on institutional model to manage the business process within the chain, (d) support the introduction to the one-stop-shop platform, and (d) support pilot implementation of one-stop-shop platform in selected districts.

C. Support to the strengthening of private engagement on safely managed sanitation

1. **Ensure implementation of WASH4Work initiatives with at least two companies in the selected districts/cities.** Building on the WASH4Work survey results in NTB Province, the consultant will identify potential companies to engage with to improve WASH situation in their workplaces and document these efforts. The consultant will also map out CSR forums in NTB and engage with companies to improve access to WASH in key settings using their CSR funds.
2. **Participate in regular WASH coordination meetings** such as those of Pokja PPAS, COVID-19 task force and WASH sub-Cluster meetings and **submit regular updates and minutes of these meetings.**

Remarks:

- Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.
- The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.
- UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. All consultants are encouraged to disclose their disability during the application in case they need reasonable accommodation during the selection process and afterwards in their assignment.

Budget Year:	Requesting Section/Issuing Office:	Reasons why consultancy cannot be done by staff:		
Supervisor:	Start Date:	End Date:	Number of Days (working)	
<i>WASH Officer Field Office Kupang.</i>	<i>1 October 2022</i>	<i>31 August 2023</i>	<i>Full time for 11 months</i>	

***Work Assignment Overview (SMART)**

Tasks/Milestone:	Deliverables/Outputs:	Timeline	Estimate Budget
A. Support to the achievement of Open Defecation Free (ODF)/ STBM			
Develop Strategy and Action Plan on Buang Air Besar Sembarangan Nol (BASNO)/STBM in 4 Districts/City.	<ul style="list-style-type: none"> • Strategy and action plans for ODF acceleration and sustainability are developed in at least 4 districts STBM Achievement Report from 4 regencies/cities in NTB Province. 	31 October 2022	
Provide technical assistance to support the achievement of ODF/STBM in the selected district.	<ul style="list-style-type: none"> • Report of assistance and capacity building of relevant stakeholders (ranging from village, sub-district & district levels) for STBM, WASH in schools and Puskesmas, MHM, and Oky 	30 November 2022	

	<p>promotion through training and workshops in focus districts.</p> <ul style="list-style-type: none"> At least 4 districts/cities are verified for other 4 pillars. 		
Scale up utilization of Zakat, Infaq dan Sodaqah (ZIS) for increasing WASH access	<ul style="list-style-type: none"> Data on poor HHs practicing OD Data in selected cities/districts collected and analyzed. Draft of MoU between BAZNAS and Pokja PPAS in selected cities/districts. Progress report on ZIS utilization for WASH 	31 December 2022	
B. Support to the strengthening of private engagement on safely managed sanitation			
Support piloting Public Private Partnership (PPP) model for safely managed sanitation service in public market.	<ul style="list-style-type: none"> Data on available private sanitation service providers Inputs to the concept of partnership between private sector providers and local governments Draft MoU or other type of partnership agreement between private sector and local governments to ensure access to safely managed sanitation in public market Monitoring report of the implementation of the partnership. 	31 January 2023-28 February 2023	
Facilitate the provision of financing supports to households for improving access to safely managed	<ul style="list-style-type: none"> Agreed criteria to select targeted areas and beneficiaries who will be for getting financing supports Report on assessment results and data analysis on households' demand to improve sanitation conditions and their perception on having micro credit for sanitation improvement List of available or potential subsidy from governments and/or non- government, Report on workshops or meetings to sensitize micro credit institutions. 	31 March 2023	
Facilitate the provision of financing supports to sanitation entrepreneurs for service expansion	<ul style="list-style-type: none"> List of sanitation entrepreneurs (masons / producers / manufacturers / service providers along with data on type of business and information on demand for business expansion List of available government support to small/medium enterprises Reports on workshops/sensitizations to micro credit on sanitation market and assessment results on potential implementation of ABISANI initiative with micro credit institutions. 	30 April 2023	
Support development of one-stop-shop platform to ensure interlinkage of all business processes throughout	<ul style="list-style-type: none"> Data base on market player in the selected districts 	31 May 2023 – 30 June 2023	

sanitation service chain in peri urban settings	<ul style="list-style-type: none"> • Assessment report on available online platform on sanitation in the selected locations • Input to proposed one-stop-shop platform • Draft socialization plan • Minutes of meeting in relation with the topic. • Support capacity building workshop or orientation/ training for market players to join the one-stop-shop platform 		
C. Support to the strengthening of private engagement on safely managed sanitation			
Ensure implementation of WASH4Work initiatives with at least two companies in the selected districts/cities.	<ul style="list-style-type: none"> • An initial draft of private sector partnership models for WASH4Work. • Progress report on WASH4Work detailing out WASH initiatives implemented by companies in their workplaces as well as in surrounding communities/schools/public places as a result of their CSR activities. 	31 July 2023	
Participate in regular WASH coordination meetings	<ul style="list-style-type: none"> • Minutes of meeting of NTB Pokja PPAS, COVID-19 task force and WASH sub-Cluster meetings • Final Report including draft of NTB Pokja PPAS working group annual report. 	31 August 2023	

*) Ref CF.AI.2013-001 Amend 2, work assignment should be: specific, measurable, attainable, results-based and time-bound (“SMART”) and include:

- (a) tangible and measurable outputs, objectives and targets of the work assignment, as well as specific activities to achieve these;
- (b) specific delivery dates and details as to how the work must be delivered (e.g. electronic submission, hard copy), subdivided into “milestones” where appropriate;
- (c) indicators for evaluation of outputs (including timeliness, achievement of goals, and quality of work)

<p>Minimum Qualifications required:</p> <p><input checked="" type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines</p>	<p>Knowledge/Expertise/Skills required:</p> <ul style="list-style-type: none">• She/he should have a minimum 8 years of relevant professional experience since graduation, and have necessary professional qualification in urban sanitation sector• Disciplines: education in engineering, public health, or a field relevant to international WASH related development assistance. Master of higher qualification is preferable.• Experienced with WASH governance issues, as well as familiarity with the institutional and regulatory framework of WASH sector development in Indonesia.• Have knowledge and experience of the urban/rural sanitation programmes (e.g., PPSP, Pamsimas, STBM, IUWASH), at National and/or Sub-national level• Proven ability in research, dialogue and synthesis of complex information in strategic reports.• Strong writing and analytical skills for quality report writing (a sample of recent analytical report will be requested).• Excellent written and oral communication skills in Bahasa Indonesia is mandatory, capability speaking and writing in English is a very strong asset.
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