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| **Terms of Reference for Water Supply Consultant**  **Section in Charge**: Young Child Survival and Development (YCSD)  **How does the consultancy relate to work plan:** UNICEF Myanmar received a grant for implementing the Myanmar Water, Sanitation and Hygiene Resilience Programme (WASHR). The deliverables of this consultancy will contribute to Output 2 of this programme: *90,000 people gain access to resilient and safe water supplies*, which in turn feeds into Output 103.003 of the current Multi-year Work Plan 2016-2017: *Communities, schools and health centres have access to sufficient safe water in targeted rural community in Sagaing, Magway, Mandalay, Bago, Ayeyarwady, Shan, Chin, Rakhine, Kayah States/Regions.*  **Requesting Section: YCSD (WASH)**  **Title: Water Supply Consultant Ayeyarwady** | | |
| 1. Background:   Myanmar faces many climatic hazards such as cyclones, floods, landslides and droughts. At the same time poverty and chronic underinvestment in water and sanitation infrastructure make communities extremely vulnerable to the impacts of these hazards as well as future climate change. These conditions directly threaten health, education and livelihoods of children and their families. The Myanmar Water, Sanitation and Hygiene Resilience (WASHR) Programme aims to support the Government of the Republic of the Union of Myanmar to decrease the vulnerability of communities through more climate and disaster resilient WASH infrastructure and increase government capacity to prepare and respond to emergencies in Townships that have an especially high climatic risk.  In collaboration with the Department of Rural Development, the Department of Public Health and local and international NGOs UNICEF will increase access to climate resilient water supplies in Bogale Township in Ayeyarwady Region. This will include construction of new and upgrading of existent community water supply systems in 20 communities, establishing water committees for operation and maintenance, provision of rainwater capture, storage and treatment options to households that are not easily reached by communal water supply systems and the development of water safety plans that include climate hazard assessments. Furthermore, WASH infrastructure in health centres at different levels will be upgraded.  **Purpose:**  The purpose of this consultancy is to support the WASH team in the Country Office (CO) in the development, planning, implementation, monitoring and evaluation of the water supply component of the WASHR programme. The consultant will coordinate different actors and provide technical support to the Department of Public Health and the Department for Rural Development at State, District and Township level. Further, the consultant will monitor the progress of the water supply component of the WASHR programme against the agreed upon timeline through Programmatic Visits, contribute to the donor reports and continuously give advice on necessary steps to implement the activities in a timely and high quality manner. | | |
| 1. Objectives of the consultancy:  * Assist in developing designs and BoQ, water supply project proposals for implementing partners * Review progress reports of implementing partners and conduct Programmatic Visits. * Assist in baseline assessment. * Provide technical assistance to the implementing partners. * Monitor progress and quality of activities against agreed upon timeline. * Under the guidance of the supervisor take the necessary actions to implement the project in a timely and high quality manner. | | |
| 1. Reasons why the Assignment cannot be done by a UNICEF Staff Member   For the water supply component of the WASHR programme UNICEF needs additional support at the field level to ensure the implementation of the activities in a timely and high quality manner. | | |
| 1. Geographic Area:   : Based in Bogale Township in Ayeyarwady Region with frequent travels to the targeted villages. | | |
| 1. Duration (including potential extension):   The consultancy is planned for 10 months.  The consultancy must be full-time. | | |
| 1. Supervisor:   The consultant will report to WASH Specialist (IP) in Myanmar CO. | | |
| 1. Type of Supervision/support required from UNICEF:   Detailed guidance on tasks and expected completion dates will be provided. Day-to-day support will be provided by the WASH Officer in Myanmar CO, supplemented by the WASH Specialist | | |
| 1. Description of assignment: | | |
| **Tasks** | **End Product/deliverables** | **Duration/**  **Deadline** |
| 1. Support CO with baseline assessment on water quality and access to water in targeted communities and WASH in health facilities (done simultaneously with sanitation baseline). | Cleaned and verified village level water supply baseline data including water quality of sources submitted to CO. | 1st month |
| 1. Provide technical assistance in planning, designing and quantity estimate of water supply system to Department of Rural Development . | At least 20 village water supply systems design and BoQ prepared  At least 20 health care facility water supply and sanitation facility design and BoQ prepared | 2nd month and 3rd month |
| 1. Support to prepare requisition, transportation and storage of water supply materials and equipment, household rainwater harvesting materials, and other materials as required.     Supervise and monitor end use of supplies. | Updated supply tracking data base. | 3rd and 4th month |
| 1. Conduct biweekly field monitoring visits to villages and health facilities. | Monthly progress/monitoring reports including clear recommendations for WASH action, from each field trip submitted. | End of every month |
| 1. Support implementing partners in the identification of households and preparing plan for rainwater harvesting, storage and treatment options   Monitor the provision and installation of these supplies. | Eligible household for rainwater harvesting system identified  All targeted households have received and installed rainwater harvesting system | 4th months  5th month  6th month |
| 1. Guide and support to implementing partners for formation of Water User Committees. Ensure each Committee has at least 30% female members. | At least 20 Water User Committees formed | 2nd and 3rd months |
| 1. Organize technical training to implementing partners including CSO partners and Water User Committee members for the development of water safety plans. | At least three technical training event organized  All the water systems have developed water safety plans (target -20). | 4th, 7th and 8th months |
| 1. Conduct post project inspection/monitoring assessment and support DRD for handing over of water systems to the WUCs.  Conduct post project inspection/monitoring assessment of WASH facilities in health care facilities. | Post project cleaned and verified data submitted to CO.  All village water systems handed over to WUCs. | 9th and 10th month |
| 1. Produce final internal report for water supply part and WASH in health care facilities of WASHR programme in Ayeyarwady. | Final internal report with analysis of strength, weaknesses and lessons learned. | 10th month |
| 1. Compile and report relevant indicators for donor reporting | Project progress report as per project M&E plan submitted. | 4th, 8th and 10th month |
| 1. Develop a strategy for scaling-up disaster resilient water supply in consecutive phases of WASHR. | Written strategy for scaling-up disaster resilient water supply after the current phase of WASHR. | 10th month |
| 1. Payment schedule   1st payment: After completion of 1st month activities as listed in Section 8: 10% payment  2nd payment: After completion of 2nd month activities as listed in Section 8: 10% payment  3rd payment: After completion of 3rd month activities as listed in Section 8: 10% payment  4th payment: After completion of 4th month activities as listed in Section 8: 10% payment  5th payment: After completion of 5th month activities as listed in Section 8: 10% payment  6th payment: After completion of 6th month activities as listed in Section 8: 10% payment  7th payment: After completion of 7th month activities as listed in Section 8: 10% payment  8th payment: After completion of 8th month activities as listed in Section 8: 10% payment  9th payment: After completion of 9th month activities as listed in Section 8: 10% payment  10th payment: After completion of 10th month activities as listed in Section 8: 10% payment | | |
| 1. Advertisement / Invitation / Request for Expression of Interest   This TOR will be advertised through the usual HR channels plus those identified by the WASH section namely WASH sector mailing list, MIMU, and any other relevant groups in country to prioritise a locally recruited candidate to avoid long delays in visa processing. | | |
| **10. Selection process (EOI to be attached to TOR)**  Interested candidates are required to complete the Expression of Interest Form circulated with the call for proposals, answering the technical questions included.  The consultant will be identified by UNICEF based on a competitive selection process, taking into account the candidate’s experience, the quality of the answers produced, and of the lump-sum requested.  If deemed opportune, UNICEF will require a telephone interview with shortlisted candidates. | | |
| 1. Qualification and specialized knowledge/experience required for the assignment:   ***Education***   * Advanced university degree in one of the disciplines relevant to the following areas:   Sanitation Engineering, Public Health, Social Science, Civil or Mechanical Engineering or a field relevant to international WASH related development assistance.   * Additional training in CLTS and hygiene promotion, WASH in emergency, WASH in schools and Communication for Development an asset.   ***Work Experience***   * At least three years of relevant professional work experience in WASH * Knowledge of WASH-related technical guidelines, standards and indicators * Experience in monitoring and evaluation of WASH interventions   ***Language Proficiency***   * Fluency in English is required (oral and written) * Knowledge of Myanmar language(s) is required | | |
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| 1. Other conditions:   UNICEF will NOT provide accommodation to the consultant. UNCIEF will explore the option of getting working space to the consultant at the office of Implementing Partners in Bogale Townships in Ayeyarwady Region  **Life and health insurance**  UNICEF does not provide or arrange life or health insurance coverage for consultants and individual contractors, and consultants and individual contractors are not eligible to participate in the life or health insurance schemes available to United Nations staff members. Consultants and individual contractors are fully responsible for arranging, at their own expense, such life, health and other forms of insurance covering the period of their services as they consider appropriate. The responsibility of UNICEF is limited solely to the payment of compensation for service-incurred death, injury or illness as per the provisions detailed below.  **Life and health insurance**  UNICEF does not provide or arrange life or health insurance coverage for consultants and individual contractors, and consultants and individual contractors are not eligible to participate in the life or health insurance schemes available to United Nations staff members. Consultants and individual contractors are fully responsible for arranging, at their own expense, such life, health and other forms of insurance covering the period of their services as they consider appropriate. The responsibility of UNICEF is limited solely to the payment of compensation for service-incurred death, injury or illness as per the provisions detailed below.  **Insurance for service-incurred death, injury or illness**  Consultants and individual contractors who are authorized to travel at UNICEF expense or who are required under their contract to perform services in a UNICEF or United Nations office shall be provided with insurance coverage, through a UNICEF-retained third party insurance provider, covering death, injury and illness attributable to the performance of official UNICEF duties. Compensation in the event of service-incurred death, injury or illness shall be equivalent to amounts stipulated in the agreement between UNICEF and the insurance provider.  **Payment**  Payments will be made based on reception of the deliverables as mentioned in detail under section 9.  **Confidentiality**  The documents produced during the period of this consultancy will be treated as strictly confidential, and the rights of distribution and/ or publication will reside solely with UNICEF.  The contract signed with the consultant will include the other general terms defined by UNICEF. | | |
| 1. Nature of Penalty Clause to be stipulated in the contract:   UNICEF Myanmar reserves the right not to pay the Contractor or withhold part of the payable amount if one or more requirements established for this assignment is not met or deadline set for the accomplishment of the tasks is missed. | | |