

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS

Title	Funding Code	Type of engagement	Duty Station
Consultant to support the development of the Health National Adaptation Plan to climate change	GRANT-SC229937 WBS: 100/005/010	<input checked="" type="checkbox"/> Consultant	Maputo

Purpose of Activity/Assignment:

The Government of Mozambique is undertaking the development of a Health National Adaptation Plan (H-NAP). An HNAP is defined by the World Health Organization (WHO) as a plan developed by a country's Ministry of Health as part of the NAP process. HNAP development is critical for ensuring the prioritization of action to address the health impacts of climate change at all levels of planning. It also aims to link the health sector to national and international climate change agendas, emphasizing the health co-benefits of mitigation and adaptation actions in other sectors. Additionally, the HNAP promotes and facilitates coordinated and inclusive climate change and health planning among health stakeholders at different levels of government and across health-determining sectors. Its objective is amongst these also to enhance the health sector's access to climate funding.

The HNAP outlines actions to build climate-resilient health systems that can anticipate and absorb climate shocks and stresses and to transform in a changing climate. This is crucial for protecting population health despite increasing climate change impacts while improving the management of other health threats.

The HNAP provides a framework to guide countries in developing a systematic and comprehensive approach to addressing the impacts of climate change on health and the health system. It encourages a flexible and context-specific approach that is country-driven and owned. The plan should be based on the best available evidence and comprehensive in its coverage of relevant climate-sensitive health risks and proposed actions to strengthen health resilience. It should include a feasible implementation plan with specific timeframes, roles, and responsibilities for each adaptation action.

Furthermore, it should have a monitoring and evaluation plan that incorporates opportunities for regular HNAP revisions and updates. The process and final plan should also maximize synergies across sectors, particularly health-determining sectors, and promote cross-sectoral collaboration and cooperation for health.

The HNAP process in Mozambique

Mozambique developed the first draft of its National Adaptation Plan in 2021. The plan aimed to ensure that the health system is climate resilient and has the overall objective of "Promoting and strengthening the implementation of adaptation and disaster risk reduction measures to reduce the impacts of climate change on health outcomes and underlying vulnerabilities".

Given the current context in a country severely affected by extreme weather events, and the demand and pressing need highlighted by the Climate Agenda discussed in COP28 in 2023, there is an urgent need to update and mainstream the current H-NAP to better reflect the country's specific context.

Based on this, the Mozambique office of UNICEF is seeking a suitable consultancy service to support the Ministry of Health and the National Institute of Health in this process by reviewing and updating the current

HNAP, incorporating the latest guidelines developed by WHO for quality HNAPs¹. This consultancy will also assist in developing and validating a monitoring plan for activities based on vulnerability and the impacts of climate change on health and health systems. Additionally, the consultant will update the cost estimation for plan implementation and compile all the information gathered to produce the final report and an updated plan.

The consultancy should also ensure that the HNAP maximizes synergies with other related national strategies, plans and planning processes regarding emergency response, Disaster Risk Management and Climate change Adaptation and Mitigation, including the Local Adaptation plans.

Scope of Work:

- Review/update the vulnerability and adaptation assessment.
- Evaluate/modify tools/framework for the plan's strategic objectives.
- Gather and/or update information to revise the existing indicators, in collaboration with the INS and MoH focal points.
- Coordinate with stakeholders and key actors, to obtain input on the plan, in collaboration with the INS and MoH focal points.
- Consolidate the gathered information to draft the report.
- Validate the tools/framework and present the validated plan.
- Compile Health Sector inputs to update the NDC.
- Develop guidance to improve the Local Adaptation Plans to strengthening the response of health sectors and health determining sectors.

Expected results/final products

1. An updated health vulnerability index to climate change
2. A framework/platform/working tool that is highly compatible with global and country requirements.
3. Report generated and authorized.
4. H-NAP presented and verified.
5. Health sector inputs included in the updated National Determined Contributions (NDC)
6. Guidance for strengthening Health in LAPs elaborated and available.

Methodology

The consultant must present a comprehensive methodology proposal, and a corresponding working schedule. This proposal should encompass the following phases:

Phase 1: Preparation and situation analysis - this phase involves conducting a desk review and analysis of essential and mandatory documents, which will be facilitated by UNICEF and other relevant parties. In this phase the consultant team will work on updating the health vulnerability index.

Phase 2: Consultation - key stakeholders will be engaged through interviews and/or workshops to gather their valuable input.

Phase 3: Document drafting - the consultant will prepare multiple drafts of the documents, which will be reviewed by the Technical Working Group (TWG) led by the INS and MoH.

Phase 4: Document approval – the consultant will present the validated document to different levels of approval within the MoH.

¹ Accessible here: [hnap-quality-criteria-eng.pdf \(who.int\)](#)

Technical Working Group (TWG)

A TWG will be created under the coordination of the INS and MoH, composed of staff from the MoH, INS, WHO, UNICEF and representation from the different stakeholders, whose responsibilities will be defined in the specific TOR.

Consultant qualification/ Selection criteria

One (1) consultant will be required for this assignment, with the following qualifications:

- Bachelor’s degree in Environmental Sciences, Climate Sciences, Public Health, Epidemiology, or any related field.
- A minimum of 5 years’ experience as a data manager/analyst in the health sector, preferably within the public sector.
- In-depth knowledge of the national and international guiding documents and technical guidelines in the field of Health in Mozambique.
- Capacity for teamwork and communication with the different stakeholders.
- Familiarity with Mozambique national health plans.
- Ability to write a concise and well-written analytical research report on the results of the survey or to produce strategic and sectoral policy documents.
- Fluency in reading, writing and communication in Portuguese and English.

Requisition

- Letter of expression of interest for the Consultancy Services
- Updated Curriculum Vitae, highlighting the qualifications and major experience required for this consultancy service.
- Education Certificates and Diplomas.
- Summary table of description of previous but recent work done in data collection and analysis specific to climate change and health.

Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

YES NO If YES, check all that apply:

Direct contact role YES NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

Child data role YES NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Budget Year: 2024/2025	Requesting Section/Issuing Office: Health and Nutrition	Reasons why consultancy cannot be done by staff: Experience with HNAPs in different regions and countries is required and this expertise is not available inhouse.	
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:			
Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both Competitive Selection: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Desk Review <input type="checkbox"/> Roster Single Source Selection <input type="checkbox"/> (Emergency - Director's approval)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
If Extension, Justification for extension:			
Supervisor: Maureen Louise Gallagher (Chief Health and Nutrition)	Start Date: 1/08/2024	End Date: 30/11/2024	Number of working Days 89

Work Assignments Overview	Deliverables/Outputs	Timeline	Estimate Budget
Preparation and situation analysis - this phase involves conducting a thorough desk review and analysis of essential and mandatory documents, which will be facilitated by UNICEF and other relevant parties. In this phase the consultant team will work on updating the health vulnerability index.	Comprehensive report received documenting the desk review process, data analysis methodology, findings, and recommendations.	1 Month (1-31/08) 22 days	30%
Consultation - key stakeholders will be engaged through interviews and/or workshops to gather their valuable input. Document drafting - the consultant will prepare multiple drafts of the documents, which will be reviewed by the Technical Working Group (TWG) led by the INS and MoH.	Comprehensive consultation report received documenting the process, methodology, and outcomes of stakeholder engagement. -Summarize the main findings, including stakeholder perspectives, areas of	2-3 Month (1/09-31/10) 45 days	30%

	consensus, and areas of divergence.		
Document approval – the consultant will present the validated document to different levels of approval within the MoH.	<p>Final Report received reflecting the collective input and consensus of stakeholders, as well as meet the quality standards and expectations set forth by UNICEF and other partners.</p> <p>-Workshop organized to present the Final report</p> <p>Final document presented: 1) at INS and DNSP Higher Collective Board; 2) Permanent Secretary</p>	4 Month (1-30/11) 22 days	40%

¹ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. **Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.**

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

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. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
