

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title National Consultant to strengthen private sector engagement for WASH, including WASH in workplaces	Duty Station: Jakarta
Purpose of Activity/Assignment: UNICEF is seeking a qualified individual national consultant to expand ongoing work on private sector engagement in WASH (e.g., WASH in workplaces, CSR funding for WASH). This activity is included in the 2022 supply plan under activity 2.4.2.1	
Background: <p>The Government of Indonesia (GOI) is committed to achieving universal access to water, sanitation, and hygiene (WASH) by 2030 as part of its commitment to the Sustainable Development Agenda. Despite progress made over the years to increase access to WASH, millions of people in Indonesia still do not have access to safe and clean water for drinking or washing, toilets, and basic hygiene requirements to ensure they stay healthy and well. As a result, millions of Indonesian children suffer from preventable diseases like diarrhea and other enteric diseases, which severely impact their growth and cognitive development. Businesses play a crucial role in bringing about the changes needed to meet this global challenge. Businesses are in a unique position to impact billions of people every day, including those who work in their factories, farms, stores, and offices, who supply and distribute their goods, and who buy and consume their products and services. The private sector has a critical role to play in accelerating national access to WASH facilities and services, by improving WASH access in their direct operations, leveraging their influence to enable WASH provision across their extensive supply chains and promoting technological innovations to achieve the scale that is required to drive universal access.</p> <p>The COVID-19 pandemic highlighted the central role that WASH plays in preventing and containing transmissions. Globally, the private sector was seen to play a proactive role in strengthening WASH services within their workplaces, institutions, and public places as part of efforts to create shared value. The need for business investments in WASH should be further understood in the context of the climate crisis. WASH risks posed by climate changes, impact communities and businesses equally. WASH investments within the workplaces or in communities, help build a resilient workforce by reducing absenteeism and increasing productivity, which can contribute to a company's bottom line. Additionally, investing in climate-resilient WASH and optimizing water-use efficiency is critical for sustainable supply chain operations and overall business value.</p> <p>UNICEF has been making progressive efforts in Indonesia to engage businesses to accelerate the achievement of WASH targets for SDG 6. In 2021, UNICEF in collaboration with the GOI conducted a WASH landscape study across five provinces to generate evidence on the current WASH situation in workplaces and to develop a baseline for WASH services in key industrial and service sectors. As part of this study companies from consumer goods, textiles, tourism, pharmaceuticals, and other sectors were surveyed. UNICEF developed a technical guidance to build the capacity of businesses to provide safely managed, climate-resilient and disaster-resilient WASH services in their workplaces and contribute to improving WASH services in the communities where they work.</p> <p>In continuation of this work in 2022/2023, UNICEF is seeking to a national consultant to provide technical assistance and capacity-building support to business associations and companies in key sectors to improve WASH access and climate-resilient WASH services. The consultant will also engage companies to contribute to national WASH access through their CSR programmes. The duration of the contract is 132 working days over a 9-month contract period.</p>	

Scope of Work:

The Consultant's tasks will include the following:

- Support dissemination of the WASH in Workplaces (WASH4Work) Landscape study and technical guidance to businesses and associations through an industry consultation organised at the national level
- Develop and implement partnerships with at least 2 potential associations including engagement strategy with association members (e.g., training, B2B learning sessions/forums) to advance the WASH4Work agenda
- Support training at the national level and in UNICEF provinces to build the capacity of the private sector, associations, NGO partners, relevant ministries, and local government to implement the WASH4Work Initiative.
- Support UNICEF field offices to develop and implement WASH4Work pilot models in each of the four UNICEF provinces where the WASH4Work landscape study was conducted in 2021/22 and data available for WASH gaps in companies. Therefore at least 5 companies in each province should be identified and engaged on WASH4Work proposals, and out of these at least 2 companies in each province should develop and implement a WASH initiative.
- Provide technical support to UNICEF WASH team to support the Ministry of Manpower to develop a monitoring mechanism to institutionalize WASH4Work within the Ministry's monitoring system.
- Map out key CSR forums at the national level and in UNICEF provinces, document detailed information about its structure and members, and develop a strategy for engaging companies part of the CSR forums to increase access to WASH in communities and institutions. Prepare proposals detailing out the WASH service gaps in each of the UNICEF provinces, and engage the CSR forums to use CSR funds to improve access to WASH in these provinces.
- Document successful case studies that showcase how WASH investments have translated into financial and non-financial benefits for businesses and generate a knowledge product for dissemination

Key Deliverables

The consultant will deliver the following outputs:

1. Support industry consultation on the WASH4Work landscape study and technical guidance: Prepare infographics highlighting key findings of the landscape study and key components of the technical guidance; and a high-quality presentation on the WASH4Work landscape analysis and key components of the technical guidance for the industry consultation.
2. Training on WASH4Work : Conduct at least one training workshop on WASH4Work technical guidance at the national level, and in each of the 7 UNICEF provinces - Aceh, East Java, Central Java, South Sulawesi, NTT, NTB, Papua - engaging relevant ministries, local government counterparts, associations, private sector and NGO partners. For these workshops the consultant will prepare a set of high-quality presentations to be used as part of training materials on WASH4Work at the national and in UNICEF provinces.
3. Partnership initiatives with at least 2 associations on WASH4Work : Develop a detailed communications and engagement plan for the associations to engage companies through their platforms and initiatives on WASH4Work and support them to implement the plan.
4. Partnership initiatives with companies on WASH4Work : Develop proposals for 20 companies (5 in each of the 4 provinces East Java, Central Java, NTT, and NTB) outlining specific WASH4Work models that can be applied in the respective companies; and develop and implement at least 8 partnership initiatives (2 in each of the 4 provinces) with a detailed activity plan for 8 companies who have agreed to implement the pilot initiative
5. Documentation of initiatives implemented, best practices and lessons learned, including the development of a business case for WASH based on the initiatives implemented – all of this will be consolidated into a Compendium of best practices for WASH4Work.
6. Develop a monitoring and rating system for WASH4Work with clear indicators and definitions and ensure that the monitoring and rating system is institutionalized within the Ministry of Manpower's formal systems.
7. Partnerships with CSR forums: Documentation of mapping of CSR forums at the national level and in UNICEF's 7 provinces (Aceh, East Java, Central Java, South Sulawesi, NTT, NTB, Papua); development of proposals for engaging companies in the CSR forums; develop at least 2 partnership initiatives with CSR forums on WASH as part of their CSR agenda

Supervisor: Preetha Prabhakaran	Start Date: 01 September, 2022	End Date: 31 May, 2023	Number of Days (working) <i>132 days</i>
*Work Assignment Overview (SMART)			
Tasks/Milestones	Deliverables/Outputs	Deadline	Budget breakup
1. Provide technical support for facilitation of the industry consultation for the WASH4Work landscape study and technical guidance	<ul style="list-style-type: none"> List of companies to invite for the industry consultation (list to include at least 50 companies from key sectors identified in consultation with UNICEF team and Ministry of Manpower) Prepare infographics highlighting key findings of the landscape study and key components of the technical guidance A high-quality presentation on the WASH4Work landscape analysis and key components of the technical guidance for the industry consultation (approximately 20 slides) 	31Oct 2022	10%
2. Develop and implement partnership initiatives with at least 2 associations on WASH4Work	<ul style="list-style-type: none"> Develop a detailed communications and engagement plan (document with approx 10 pages) for the associations to engage companies through their platforms and initiatives on WASH4Work and support them to implement the plan. 	31 Dec 2022	20%
3. Support development and implementation of partnership initiatives with companies on WASH4Work	<ul style="list-style-type: none"> Develop 20 proposals (approx. 6 pages for each proposal, excluding annexes) for companies outlining specific WASH4Work models that can be applied in the respective companies Submit the activity plan for at least 8 partnership initiatives that have agreed to implement the initiative Submit the implementation report of the initiatives implemented by at least 8 companies.(approx 10 pages for each report) 	31 Jan 2023	30%

<p>4. Facilitation of training on WASH4Work engaging relevant ministries, local government counterparts, associations, private sector and NGO partners.</p>	<ul style="list-style-type: none"> • Conduct at least one training workshop on WASH4Work technical guidance at the national level • Conduct 7 training workshops in each of the UNICEF provinces- Aceh, East Java, Central Java, South Sulawesi, NTT, NTB, Papua 	<p>28 Feb 2023</p>	<p>10%</p>
<p>5. Develop and implement partnerships with CSR forums</p>	<ul style="list-style-type: none"> • Map and document CSR forums at national level and in UNICEF's 7 provinces (Aceh, East Java, Central Java, South Sulawesi, NTT, NTB, Papua) with details of their structure and profile of companies in the forums • Develop proposals (approx. 6 pages each, excluding annexes) for engaging companies in the CSR forums on WASH • Develop at least 2 partnership initiatives as part of which companies use their CSR budgets to improve access to WASH in communities/institutions 	<p>31 March 2023</p>	<p>10%</p>
<p>6. Develop a monitoring and rating system for WASH4Work and support its institutionalization within Ministry of manpower systems and processes</p>	<p>Submit progress report (approx 25 pages, excluding annexes) including the following activities:</p> <ul style="list-style-type: none"> • Monitoring indicators and definitions developed in consultation with relevant ministries and agencies • Follow-up actions of consultation meetings with key decision makers in the Ministry engaging all relevant Directorates to institutionalize the monitoring and rating system within Ministry of manpower's formal systems. 	<p>30 April 2023</p>	<p>10%</p>
<p>7. Documentation of initiatives implemented, best practices and lessons learned, including development of business case for WASH based on the initiatives implemented</p>	<ul style="list-style-type: none"> • Compendium of best practices and business case for WASH4Work (approx. 30 pages, excluding annexes) 	<p>31 May 2023</p>	<p>10%</p>
			<p>100% payment</p>

Minimum Qualifications required:

Bachelors Masters PhD Other

Knowledge/Expertise/Skills required:

- University master's degree in any of the following fields: development studies, social sciences, water and sanitation, environment health, governance, business administration, finance or in any other field relevant to the assignment.
- Eight years of overall professional experience in areas/sectors related to the assignment is required
- Deep understanding of WASH and related issues with previous experience of working in the WASH sector is essential
- Experience of working with national and local governments in Indonesia in roles of coordination, and WASH project planning and implementation is essential
- Experience of working with international NGOs on WASH related work is an asset
- Experience of engaging and working with the private sector on WASH issues is an asset
- Strong coordination and facilitation skills to establish and support multistakeholder partnerships and capacity building for both government and private sector is required
- Excellent oral and written skills in both Bahasa and English language is required