

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

NATIONAL CONSULTANCY

Review and amendment to DRR and Winter Preparedness policies and procedures to increase child focus

Background: Mongolia is extremely vulnerable to climate change due to its geographic location, ecosystem, people's lifestyle and economy. With projected climate change, the negative impacts for Mongolia may cause increase in the frequency and magnitude of climate related natural disasters, intensification of drought and aridity, increasing amount of snow in winter and rapid melting of permafrost and glaciers. Disasters adversely affect all aspects of children's daily life and life chances covered by the Convention on the Rights of the Child. At the local level the disaster risk reduction (DRR) and winter preparedness plans (WPP) are prepared and developed according to the government guidelines and covers broad range of activities and cross sectoral issues. Unfortunately both plans have not paid much attention into children's special needs and their household's winter preparation. Winter preparedness is largely seen as support for the livestock to survive the winter. Whilst this is important as livestock is the main source of income of many families in the countryside, there is significant scope to also invest in winter preparedness for children, to ensure they will stay warm, well-fed, and continue to have access to climate-resilient services.

The Sendai Framework for DRR highlights the importance of considering multiple hazards while addressing the underlying drivers of risk and vulnerability. The Sustainable Development Goals (SDGs) include goals on combating climate change and its impacts and promoting peaceful and inclusive societies, and DRR is a key element of several goals. Thus, UNICEF Mongolia Country Programme supports high-impact child-friendly, integrated interventions, including safe schools, water, hygiene and sanitation (WASH) approaches that are community-driven and sustainable energy-efficient technologies. These interventions provide evidence for policy advocacy and validate scaling up by the government and are directed at national, sub-national and community levels. In particular, the 'Community-based, Climate Resilient Water, Sanitation and Hygiene Interventions in Mongolia' project with financial support from the Korea International Cooperation Agency (KOICA) focuses on development and implementation of community-based water safety plans (WSP); demonstrate climate resilient WASH facilities and sustainable energy options in schools, hospitals and households; and strengthen ability for Child-focused DRR Planning and Child-friendly Winter Preparedness Planning (WPP) with the climate resilient approach. Under this project, UNICEF Mongolia is planning to review child focus of the existing policies, procedures, plans related to DRR and Winter preparedness further to develop recommendations to improve child focus/sensitivity of relevant policies/procedures, develop child friendly WPP for pilot and integrate these with Climate Resilience (WASH) and Child-focused DRR Planning.

1. **Purpose of Assignment:** The purpose of this consultancy is to provide technical assistance to the government to amend the existing DRR and winter preparedness related policies, procedures and plans to make them more child friendly. S/he will be responsible for reviewing existing key national and local policy documents on DRR and winter preparedness to identify policy and procedure gaps in terms of child rights prospective, conduct stakeholders' analysis to identify specific roles and responsibilities of all relevant parties, develop policy amendments and standard operating procedure/guidance along with a sample child friendly DRR and winter preparedness plans for a pilot in one of GFAs.
The national consultant will be closely working with national institutions such as National Emergency Management Agency and other relevant line ministries and government agencies to oversee the work on integration of climate resilience into child friendly local policies/procedures and plans.
2. **Scope of Work:** To achieve the purpose of this consultancy, the consultant will be expected to perform the following:
 - Prepare an inception report including the desk review, approach to be applied, timeframe and detailed workplan
 - Review of existing national and local government DRR and WPP policy documents, procedure, government orders through child rights lens.
 - Identify overall policy and procedure gaps in relation to children's issues in DRR/WPP and amend relevant policies and procedures with child focus
 - Identify roles and responsibilities of parties involved in the rolling out the policy and procedures
 - Develop recommendations and follow up actions for the government to integrate child rights prospective into plans and policies/procedures
 - Develop a sample child friendly DRR and Winter preparedness plans with a standard operating procedure (SOP)/guideline.
 - Coordinate with relevant agencies to integrate child focused climate resilience and DRR/WPPs.
 - Finalize a report including results, amendments on policy, procedures and legal implication.
3. **Programme Area and Specific Project Involved:** It will contribute to the country program outcome 3 (social policy) through KOICA project "Community-based Climate resilient WASH interventions in Mongolia", specifically to the Output 3. Local governments and communities have increased knowledge and capacity to manage climate change risks, related to WASH (heavy snow falls or winter disaster-dzud, droughts and floods) under the activity of 3.1.(Conduct institutionalized capacity development of subnational authorities and partners (e.g. provincial emergency management authorities, education departments etc.) to plan, develop,

implement and monitor climate-resilient programming on Child-focused Disaster Risk Reduction (DRR) Planning and Child-friendly Winter Preparedness Planning)

4. Contract duration (start and end date): 10th of May to 10th of September 2021

5. Type of engagement: (Full time/Part time): deliverable based/part time

6. Deliverables, Timeframe and Payment Schedule:

Deliverables	Timeline	Payment Schedule
<ul style="list-style-type: none"> Inception report, including desk review of existing national and local governments' DRR and WPP policies, plans, approach and workplan 	25 May, 2021	40%
<ul style="list-style-type: none"> Review of relevant policies/procedures to identify overall gaps through child lens Mapping of roles and responsibilities of relevant parties/community members in implementation of DRR/WPP and revealing concrete steps to enhance their participation Consultation meetings with relevant parties on discussion of the identified gaps and mapping results Proposed amendments/revisions to the relevant legislations, policies and procedures especially on DRR and WPP in order to make them more child friendly 	30 June, 2021	
<ul style="list-style-type: none"> Developed child friendly WPP/DRR plans along with SOP on how it should be operationalized and prepare for piloting in one of the GFAs Final report which includes results, amendments on policies and procedures and a sample child friendly WPP/DRR plan 	1 August, 2021	60%

7. Project Management:

The supervisor: Community Development Officer

Frequency of performance review: Bi-weekly performance progress review will be conducted by the supervisor. In addition, interim performance review will be undertaken by the supervisor.

Monthly report to be provided at every stage of contract payment. The payment will be made in two installments based on the deliverables and timeline, as indicated in the table above.

8. Qualifications and requirements:

Professional requirements of the consultant will include:

- Advanced university degree in sustainable development, environment, climate change or related areas (e.g. Disaster Risk Reduction, resilience to climate change, WASH).
- A minimum of 5 years of experience in the related fields.
- Demonstrated coordination and planning skills and experience in conducting analyses, experience in studies, and develop plan or recommend integration of climate change and child focus into DRR/WPP
- Proven track record on successful delivery of high-quality reports and recommendations
- Previous work with the UN and/or UNICEF will be considered an asset
- Demonstrated analytical, negotiating, advocacy, reporting and writing skills.
- Outstanding written and oral communication skills both in English and Mongolian
- Good personal organization, interpersonal and communication skills
- Expertise in child rights and/or environment-related issues desirable

Nature of 'Penalty Clause' to be Stipulated in Contract:

UNICEF reserves the right to withhold up to 30% of the total fee in the case that the deliverables are not submitted on schedule or do not meet the required standard. Copyright and ownership of all documents produced will remain with UNICEF.

Note: 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.