**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS**

|  |  |
| --- | --- |
| **Title:**Consultant to support the enhancement of supply chain systems for essential nutrition commodities to improve maternal nutrition and care for wasted children in Indonesia.  | **Duty Station:**Home-based with travel as required |
| **Purpose of Activity/Assignment:** To assist UNICEF and MoH in the supply chain management of essential nutrition commodities, in particular for maternal nutrition and child wasting, within UNICEF Indonesia’s Nutrition portfolio by providing technical support to the Ministry of Health (MoH). |
| **Background:**Indonesia is classified as an upper-middle-income nation because of its significant socioeconomic progress. Nevertheless, the nation continues to struggle with the three faces of malnutrition, which affect millions of children, including undernutrition (wasting and stunting), obesity and overweight, and micronutrient deficiencies. The latest national survey conducted in 2023 revealed that 21.5% of children under five were stunted, or around 4.7 million children; 8.5% or around 2 million children in the same age range were wasted; and 4.2% of children were overweight or obese. Furthermore, 25% of pregnant women experience anemia, and 23% of children under five are anemic.The Government of Indonesia (GoI) has committed to tackling stunting and other forms of malnutrition as outlined in the 2017 National Strategy to Accelerate Stunting Prevention. As a result, a Presidential decree on stunting reduction acceleration was launched in 2021 and includes indicators related to maternal nutrition and child wasting. For instance, the strategy set a target of improving access to Iron Folic Acid (IFA) supplementation to 80% of pregnant women and coverage of treatment services to 90% for severely wasted children.As a long-standing partner, UNICEF has been supporting the GoI in implementing a wide range of nutrition programmes targeting children and women, which has been instrumental in supporting the government in creating sustainable, impactful nutrition interventions that improve growth, development, and well-being across the life cycle and enhance access to nutritious, safe, affordable, and sustainable diets for children and women. Within the current Country Programme Action Plan (CPAP) 2021-2025, UNICEF is committed to supporting the GoI in addressing the triple burden of malnutrition with a specific focus on pregnant and lactating mothers, children under 5 years of age, and adolescents through timely, quality, and equitable access to essential nutrition services and adopt appropriate diet and care practices including in emergencies. Nevertheless, there are critical gaps in terms of quality and coverage of maternal nutrition and child wasting programmes, especially in ensuring the availability of essential commodities such as Multiple Micronutrient Supplements (MMS) for pregnant women and therapeutic foods (ready-to-use-therapeutic-foods/RUTF, F-100, F-75) for treatment of severely wasted children which are not available at the country currently. Besides, there is a lack of capacity for frontline workers to implement and monitor such programmes. As a result, the national guidelines need to be updated to reflect the World Health Organization (WHO) recommendations and train health and community workers on maternal nutrition and child wasting programme implementation.The MoH has requested UNICEF's assistance in enhancing the quality and coverage of maternal nutrition and child wasting programmes, including the supply chain systems. To help address these gaps, UNICEF would like to recruit individual consultant to strengthen the Supply Chain Systems of maternal nutrition and child-wasting programmes in Indonesia. **Scope of Work:**The primary goal for the consultant is to work closely with UNICEF’s Nutrition section and Supply Team in providing technical, operational, and administrative support to the MoH for the nutrition supply chain to facilitate programme development, planning and management, implementation, progress monitoring, and reporting of results. Key responsibilities of the consultant include supporting supply planning, tracking, and monitoring orders and deliveries, assisting with distribution activities, and ensuring accountability in the rational use of essential nutrition commodities. Additionally, the consultant will assist in strengthening key supply chain functions in collaboration with the MoH, such as forecasting and supply planning, inventory management, warehouse and distribution, and data-driven decision-making.More specifically, the assignment includes:1. **Support UNICEF and the MoH in the supply chain programme development and planning**.
* Provide support to the Ministry of Health in developing roadmaps for maternal nutrition and child-wasting supply chain interventions.
* Supporting acquisition, analysis, and compilation of supply chain data; and preparing required materials and documentation to support overall programme development and planning.
* Participate in strategic programme discussions on the planning of nutrition programmes with a special focus on the supply chain component and supply chain systems strengthening.
* Work collaboratively with Government counterparts, partners, and other stakeholders in securing their involvement in program development, work planning, and preparation for implementation of the supply chain components of nutrition programmes.
* Support supply planning, procurement and distribution of essential nutrition commodities procured by UNICEF Indonesia through better coordination and communication within Nutrition Section and Supply Section.
1. **Programme management, monitoring, and delivery of results.**
* Provide technical and operational support to Nutrition Section in the procurements, distribution and monitoring of essential nutrition commodities, as well as strengthening the nutrition supply chain.
* Support tracking, documentation and reporting on essential nutrition commodities procured through UNICEF Supply Division (SD) including reconciliation and resolution of discrepancies and end-user monitoring activities.
* Support the provision and verification of product specifications for cost-effective, efficient, and timely procurement and distribution of nutrition supplies in support of the country programme implementation.
* Work closely and collaboratively with UNICEF colleagues and partners to discuss operational and implementation issues, provide solutions, and recommendations, and/or alert appropriate officials and stakeholders for high-level intervention and decisions.
1. **Technical and operational support to programme implementation**.
* Provide technical and operational support to government counterparts, and partners on the application and understanding of UNICEF policies, strategies, processes, and best practices on nutrition-related issues to support programme implementation, operations and delivery of results.
* Provide technical support for supply chain strengthening through conducting supportive supervision to districts and primary healthcare centres (Puskesmas) if required, as well as supporting analysis and use of supply chain monitoring data at national and district levels.
* Share information with partners and stakeholders to assess progress and provide technical support and/or refer to relevant officials for resolution. Report on critical issues, bottlenecks and potential problems for timely action to achieve results.
* Provide technical support, coaching, training and overall capacity building to government counterparts, to enhance efficient and effective monitoring and evaluations of essential supplies (including roll-out of various M&E tools)
* Assist selected districts in conducting stock-level monitoring of essential nutrition commodities in health facilities, through developing/rolling out relevant tools, providing training and conducting periodic supportive supervision.
1. **Networking and partnership building**.
* Strengthen effective collaboration with internal and external counterparts on essentials for maternal nutrition and child wasting in terms of forecasting and supply planning and distribution through better coordination and communication.
* Participate in initiatives and meetings that build partnerships and collaborative relationships with the

Government, partners and stakeholders in nutrition supply management and systems strengthening.1. **Innovation, knowledge management and capacity building**.
* Support the introduction and application of innovative approaches and best practices to build the capacity of government counterparts, partners, and stakeholders, and to support the monitoring and evaluation of concrete and sustainable programme results.
* Identify, capture, synthesize, and share lessons learned for knowledge development and to build the capacity of stakeholders.
* Participate as a resource person in capacity-building initiatives to enhance the competencies of clients,

partners, and other stakeholders.* Contribute to pilots and support the actual roll-out of new products, services, innovations, and digital health tools such as RapidPro and U-report to monitor the availability and distribution of essential commodities at national, district and peripheral levels as well as collect and collate feedback for enhanced accountability and to guide program implementation.
 |
| **Supervisor:****Blandina Rosalina Bait, Nutrition Specialist****Airin Roshita, Nutrition Specialist** | **Start Date:****October 2024** | **End Date:****September 2025** |
| **Work Assignment Overview** |
| Tasks/Milestone | Deliverables/Outputs | Timeline | Estimate Budget |
| **Inception**Outline approaches to undertake the assignment with a work plan, milestones, and methodology.  | Inception report with a timeline submitted | Two weeks after the contract signed | 10% |
| **1. Support to Programme Development and Planning:*** + Support the development of comprehensive roadmaps for maternal nutrition and child-wasting supply chain management.
	+ Acquire, analyze, and compile relevant supply chain data to inform planning.
	+ Prepare necessary materials and documentation to support programme development.
	+ Participate in strategic discussions with a focus on supply chain systems strengthening.
	+ Engage government counterparts and partners in program development and work planning which includes supply chain management for essential nutrition commodities (?).
	+ Coordinate with the UNICEF’s Supply Section to ensure effective supply planning and distribution**.**
 | * Roadmaps for maternal nutrition and child-wasting supply chain interventions developed.
* Data analysis report on the supply chain available
* Programme development and planning materials available.
* Meeting minutes and action plans from strategic discussions submitted.
 | Continuously but at least once a month | 20% |
| **2. Programme Management, Monitoring, and** * Provide technical support for procurement, distribution, and monitoring of essential nutrition commodities.
* Track, document, and report on the distribution of (?) essential commodities, including end-user monitoring.
* Collaborate with partners to resolve operational and implementation of issues related to supply chain management of essential nutrition supplies.
 | * Procurement and distribution plans for essential nutrition commodities finalized.
* Tracking and reporting system for essential commodities established
* Meeting minutes documenting operational challenges and solutions (ongoing)
 | Continuously but at least once a month | 20% |
| **3. Technical and Operational Support to Programme Implementation*** Provide technical support to government counterparts on UNICEF policies and best practices, including developing training modules and materials on supply chain management.
* Provide ongoing technical assistance to the MoH, including conducting training and workshops on supply chain, supportive supervision, and monitoring at national and district levels.
* Share progress updates and provide technical support to resolve issues related to.
* Support selected districts in stock-level monitoring through tool development and training.
 | * Developed and finalized training materials.
* Conducted at least 3 training workshops.
* Provide continued ongoing technical assistance with monthly support logs to the MoH.
* Supply chain monitoring tools and training manuals available
* Supervision visit reports and action plans available.
 | Continuously but at least once a month | 20% |
| **4. Networking and Partnership Building*** Foster collaboration with internal and external counterparts on supply planning and distribution.
* Participate in partnership-building initiatives and quarterly meetings focused on supply management.
 | * Establishment of regular communication channels with MoH and key partners.
* Participation in quarterly partnership meetings (Ongoing).
 | Continuously but at least once a month | 20% |
| **5. Innovation, Knowledge Management, and Capacity Building*** Introduce and apply innovative approaches to build capacity in supply chain management.
* Capture and share lessons learned to improve program outcomes.
* Support the evaluation and documentation of program results.
 | * Identification and introduction of innovative practices (ongoing).
* Documentation of lessons learned (Ongoing).
* Development of capacity-building materials (ongoing).
* Case studies or reports on innovative practices.
 | Continuously but at least once a month | 10% |
|  |
|

|  |  |
| --- | --- |
| **Minimum Qualifications required:** [ ]  Bachelors [x]  Masters [ ]  PhD [ ]  OtherEnter Disciplines:A university degree in one of the following fields is required: health supply chain management/logistics, biological sciences, pharmacy, public health, global/international health, health policy and/or management, health research, epidemiology, any field of health or another relevant technical field. | **Knowledge/Expertise/Skills required:*** A minimum of five years of professional experience in one or more of the following areas is required: health/nutrition supply chain management, supply and logistics, public health/nutrition planning and management with supply component, or maternal and neonatal health care with supply chain management.
* Health supply chain management experience is an advantage.
* Relevant experience in a UN system agency or organization is considered an asset.
* Fluency in English both written and oral.
* Professional technical knowledge/ expertise in health supply chain systems, including forecasting and supply planning, procurement, inventory management, warehousing and distribution, and information management.
* Good knowledge and understanding of UNICEF programmes, procurement processes, logistics and delivery, monitoring, and evaluation.
* Good knowledge and experience in using computer software applications, including word processing, spreadsheets, and corporate software packages.
* Relevant experience in a UN system agency or organization is considered an asset.
 |

 |
|  |

Individuals engaged under a consultancy 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. Consultants 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](https://www.unicef.org/careers/unicef-provides-reasonable-accommodation-job-candidates-and-personnel-disabilities) 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.