# UNICEF DPRK Country Office

# Terms of Reference

# *Technical Support for Development of a Water, Sanitation and Hygiene (WASH) Sector Strategy in DPRK*

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| **Purpose** | Technical Support for development of a National Water Supply, Sanitation and Hygiene Strategy and Call to Action in DPRK |
| **Location** | Remote, and in-country visits based in Pyongyang with travel to the field  |
| **Duration** | About 55 working days with two in-country missions (4 weeks in-country during each mission)[[1]](#footnote-2) |
| **Period** | August 2018 – February 2019 |
| **Reporting to** | WASH Specialist UNICEF DPRK |

1. **Background**

*Context*

The Democratic People’s Republic of Korea (DPRK) continues to be affected by an ongoing complex emergency that has a severe impact on the nutrition, health and well-being of children. The frequency of floods, droughts and other seasonal and climate change-related disasters is increasing, and national coping capacity is low. Food shortfalls, a weak health system and poor water, sanitation and hygiene are the major causes of child malnutrition, respiratory infections and high incidences of diarrhoea.

Despite the challenges, DPRK has made significant progress towards achieving the Millennium Development Goals, with access to improved water sources at 100% and access to improved sanitation coverage at 82% in 2015. Despite the high coverage, water supply systems are not fully functional due to ageing, insufficient and erratic power supply, chronic underinvestment in maintenance and damage from annual disaster events such as flood and drought. According to MICS 2017, only 61% of the population in DPRK has access to safely managed water. Similarly, 82% of the population has access to basic sanitation services, and excreta from 93% of on-site facilities are disposed of unsafely. Safe treatment of water and disposal of excreta is essential to meet Sustainable Development Goal (SDG) targets.

Since the late 1990s, UNICEF – together with European Union-supported INGOs, the Swiss Development Corporation, ICRC, IFRC and non-resident INGOs – has responded to this ongoing crisis through a multisectoral programme including nutrition, health and WASH interventions. Within WASH, most emphasis has been on support to rebuild the national water system network – which has fallen into disrepair – through support for construction of gravity-fed water systems (GFSs), a technology that draws water from mountain water sources and delivers it to towns and villages through a pipeline and distribution network using gravity alone. GFSs are a good fit for the challenges of the national context (limited electricity for pumping, limited spares for pumps, limited options for alternative water supply systems) while capitalizing on the opportunities provided by topography and the availability of protected water sources. However, support from international organizations is limited in the WASH sector in DPRK.

The Ministry of Urban Management (MoUM), the lead WASH authority in the country, calls for a wider and accelerated effort to achieve the SDG targets in DPRK. Development of a WASH Strategy and Call to Action in DPRK was discussed in sector coordinating meetings led by UNICEF and attracted interest from both international and local actors.

The proposed consultancy will support MoUM to develop a WASH sector Strategy with a results matrix and an estimation of the financing required. A Call to Action on WASH in DPRK will supplement the Strategy. The two together will serve as the guiding document for MoUM to coordinate the sector and lay out joint annual workplans with international and national partners towards realization of the SDGs.

1. **Objectives**

The Strategy is intended to promote both equitable access to sustainable clean water and sanitation services, and improved hygiene and sanitation behaviours in DPRK.

The WASH Strategy, with a shared vision among partners, will aim to contribute to the goals and targets of national laws and regulations on WASH, SDG target 6, the UNICEF country programme and other development partners’ country programme outcomes on WASH and resource mobilization.

Specific objectives of the assignment are:

* To develop a five-year ‘DPRK Water Supply, Sanitation and Hygiene Strategy’.
* To develop a results matrix with estimated budget for WASH in households, schools and health centres aligned with the strategic framework, targets and plan.
* A summary document of a ‘Call to Action on WASH in DPRK’ which will call for a minimum commitment from WASH actors to deliver WASH in services in DPRK.

**3.0 Tasks**

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| **Tasks** | **Deliverables** | **Estimated time frame** |
| 1. Remotely review/analyse secondary data and meet with Task Force members and key stakeholders at the national level. Some suggested documents for review are in annex 1.0.
 | * Summary report of literature review.
 | 5 days |
| 1. Draft a framework, outlines for the Strategy and an investment plan development process, including a format for the results matrix with budget and workplan.
 | * Inception report with framework/outlines for the Strategy document, national/subnational consultation process and workplan drafted.
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| 1. Facilitate the first national-level preparatory and consultation workshop on the Strategy, local-level consultation, data collection, etc.
* Assess the opportunities and barriers to the building blocks or enabling environment on WASH in DPRK in areas including coordination; institutional arrangements; budgeting/financing and investment in WASH; monitoring, evaluation and reporting; and capacity development.
* Present the draft outline for the Strategy, investment plan and Call to Action.
* Agreement and consensus on establishment of a baseline using the MICS 2017 report and other administrative data.
* Subnational consultation, missing data-collection process, format and workplan agreed by MoUM and the WASH sector working group Sector Working Group Task Force.
 | * One national-level consultation workshop completed.
* Workshop discussion points documented.
* Data-collection process, format and workplan developed and agreed.
 | 10 days20 days |
| 1. With support from MoUM, the Central Bureau of Statistics, Ministry of Public Health, Education Commission, Ministry of Agriculture and other relevant government agencies, conduct fieldwork to collect data on current WASH service delivery approaches from coordination, planning, investments and implementation to operation and maintenance, monitoring and reporting.
* Key informant interviews and semi-structured observation at household, schools, kindergartens, schools, health facilities, etc.
* Identify gaps and issues, and draft strategies to address the gaps.
* Prepare cost estimates/budget to reach safely managed WASH targets in five years, with a road map to reach the SDG target on universal access to water and sanitation by 2030.
 | The consultant will ensure that the following work is carried out:* Data-collection tools drafted: a) Semi-structured interview guides; b) data-collection formats for cost estimates and baseline estimation on coverage of WASH facilities in households and institutioninstitutions using estimated extrapolated figures.
* Compiled collected data checked for viability and quality assurance.
* Cost estimates prepared.
 |
| 1. Draft WASH Strategy, investment plan/costed actions and the Call to Action on WASH in DPRK:
* Share zero draft Strategy document for review and comments.
* Incorporate comments and prepare first draft.
* Prepare an outline and agenda for the second national-level preparatory workshop.
 | * Zero draft of WASH Strategy developed in English.[[2]](#footnote-3)
* Maximum 40 pages.
* Ensure translation of zero draft WASH Strategy into Korean by MoUM.
* Outline and agenda for the second national-level preparatory workshop developed.
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| **Subtotal for Phase 1**  |  | **35 days** |
| **Phase II: Validation, endorsement and approval of** the WASH Strategy |
| 1. Facilitate a national-level validation workshop.
 | * Consultation meeting conducted, and the outcomes of the validation workshop synthesized.
 | 5 days15 days |
| 1. Revise the first draft WASH Strategy and results matrix with an estimated budget and draft Call to Action on WASH in DPRK, incorporating the outcomes of the second national workshop:
* Incorporate comments/suggestions of the Sector working group Task Force and prepare the final draft.

***Note:*** *All Task Force members to be invited and given at least one week’s notice and a draft copy.* | * National WASH Strategy, results matrix with estimated budget/costed action plan and Call to Action plan drafted in English and endorsed - maximum 100 pages:
* 40 pages for WASH Strategy
* 60 pages for annexes of data collected, results matrix, estimated budget/action plan for WASH in households, nurseries, kindergartens and health facilities nationwide.
* Call to Action on WASH in DPRK document drafted in English - maximum 10 pages outlining key commitments by partners and the Government of DRPK in the areas of coordination; institutional arrangements; budgeting/financing and investment in WASH; monitoring, evaluation and reporting; and capacity development.
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| 1. Prepare the final document (Strategy and Investment Plan) in English. Ensure that Korean versions are also prepared.[[3]](#footnote-4)
2. Conduct a final review workshop to review/endorse the WASH Strategy and Investment Plan.

***Note:*** *All WASH partners to be invited and given at least one week’s notice and a copy of the final drafts in advance of the workshop.* |  |
| 1. After final review, remotely review and revise the WASH Strategy and investment plans, including incorporating the comments and inputs of the Task Force.
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| **Subtotal of Phase 2** |  | **20 days** |

**4. Time frame**

The consultancy will start on 23rd August 2018 and will be spread over the next six months for a total of 55 working days.

**5. Supervision**

WASH Specialist.

**6. Qualification and requirements**

* Advanced degree (Masters) in civil engineering/ hydrology/ sanitation engineering/ public policy, etc. or relevant field.
* Previous work experience with UNICEF or other international organization working in WASH.
* Experience in developing policies, strategies.
* Experience in conducting/facilitating trainings.
* Report writing skills.
* Fluency in English.
* Flexibility, team player, ability to work with multidisciplinary and multicultural teams.

**7. Applications**

Qualified candidates are requested to submit:

1. Cover letter/application.
2. Lump sum financial quote for the consultancy with a breakdown in daily rate, travel costs and other costs in US Dollars. Travel within DPRK will be arranged by UNICEF.
3. CV.
4. Examples of previous, relevant work.
5. References.

Applications are to be submitted through UNICEF’s recruitment system (TMS) or by email to sbaikamara@unicef.org with cc to syun@unicef.org with subject line “Consultancy on *Technical Support for Development of a Water, Sanitation and Hygiene (WASH) Sector Strategy in DPRK*” by 10 August 2018. UNICEF considers best value for money as a criterion for evaluating potential candidates. As a general principle, the fees payable to a consultant or individual contractor follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee.

Potentially suitable applicants will be invited to a telephone interview and will be evaluated by the following criteria:

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|  | **Applicant** |
| **TECHNICAL QUALIFICATION *(max. 70 points)***  |   |
| **Overall Response (20 points)** |   |
| Understanding of tasks, objectives and completeness and coherence of response |   |
| Overall match between the TOR requirements and consultant’s competencies |   |
| **Technical Capacity (50 points)** |   |
| Relevance of consultant’s experience with similar projects and as per required qualifications |   |
| Quality of previous work (samples) |   |
| References |   |
| **TECHNICAL QUALIFICATION *- Total Points*** |  |
| **FINANCIAL PROPOSAL *(max. 30 points)*** |   |
| Daily rate |   |
| Economy Air Ticket  |  |
| Total estimated cost of contract (proposed contract fee only)- Lump sum |  |
| **FINANCIAL PROPOSAL - *Weight Combined Score*** |  |
| **TOTAL SCORE** | **100** |

**Annex 1.0**

Suggested list of documents for review. However, please note that the list is not comprehensive.

1. **Laws and Regulations of DPRK[[4]](#footnote-5) related to water supply and sanitation.**

 **Water supply**

* *Law on urban management of DPRK*
* *Law on water supply of DPRK*

**Sanitation**

* *Law on sewage of DPRK*
* *Law on environment protection of DPRK*

**Hygiene**

* *Law on Public sanitation and hygiene of DPRK*

Other relevant laws

* *The Law on Beautification of the Urban Areas of DPRK*
* *The Law on Dwelling Houses of DPRK*
* *The Law on Prevention, Rescue and Rehabilitation from Disasters of DPRK*
* *The Law on Prevention of Communicable Diseases of DPRK*
* *The Law on Security of the Rights of the Children of DPRK*
* *The Law on Security of the Rights of the Women of DPRK*
1. **Other documents**
* Country Programme documents
* *MICS 2017 Report*
* *WASH Evaluation Report*
* MoUM/UNICEF Water Assessment Survey
* The 2006 review of the UNICEF WASH programme, plus other evaluations and reviews[[5]](#footnote-6)
* *Evaluation of the Pilot DEWATS Projects in DPRK*, 2010
* SDHS 2014, MICS 2009 and other surveys and data on the situation of children and women in DPRK
* Evaluations of NGO WASH projects over the last 10 years.

**Annex 2.0 Other obligations**

* The consultant will need to provide his/her own laptop and all necessary computer accessories.
* Consultants are not entitled to payment of overtime. All remuneration must be within the contract agreement.
* Consultants will be asked to submit a statement of good standing
* The consultant will be required to sign a Health Statement for Consultants/Individual Contractors prior to taking up the assignment, and to document that they have appropriate health insurance.
* UNICEF’s General Terms and Conditions for consultancies will apply
1. The proposed duration of days is only the estimated number of days and the consultant is invited to quote a lump sum fee based on the deliverables. [↑](#footnote-ref-2)
2. UNICEF, with support from MoUM, will facilitate the translation of the Strategy and Call to Action document into Korean. [↑](#footnote-ref-3)
3. The UNICEF Country Office and National Counterpart will support translation into Korean. [↑](#footnote-ref-4)
4. Support will be sought from MoUM to support translation of key and relevant elements of national laws. [↑](#footnote-ref-5)
5. [↑](#footnote-ref-6)