

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

<p>Title National Consultant to develop Zambia Safely Managed Sanitation Action Plan</p>	<p>Type of engagement <input checked="" type="checkbox"/> Consultant</p>	<p>Duty Station: Lusaka, Zambia</p>
<p>Background:</p> <p>Access to safely managed sanitation is a critical component of public health and well-being. Despite progress made in Zambia, challenges persist in achieving universal access to safely managed sanitation. The government of Zambia has committed to accelerating progress towards Sustainable Development Goal 6, which includes ensuring availability and sustainable management of water and sanitation for all.</p> <p>Zambia faces WASH challenges, with inadequate access to water, sanitation, and hygiene services driving high rates of infectious diseases, particularly among children. Diarrheal diseases, primarily linked to poor sanitation and hygiene practices, are a leading cause of death for children under five, and the country has a persistent history of cholera outbreaks, exacerbated by climate change.</p> <p>The Zambian Government has been implementing National Development Plans (NDPs), currently on the 8th NDP with specific targets on sanitation aimed at improving coverage in line with the Vision 2030 and SDG 6.2. Some notable progress has been recorded towards attainment of these targets between 2015 and 2022 according to JMP report. E.g., the proportion of households with access to basic sanitation increased from 63% to 69%. In urban areas from 84% to 87%, while in rural areas from 42% to 48%.</p> <p>Despite government efforts to improve sanitation coverage through various policies and programs, significant challenges remain. While progress has been made in reducing open defecation, the focus has primarily been on toilet construction rather than the entire sanitation service chain. Consequently, there is a critical need to shift towards safely managed sanitation (SMS).</p> <p>Currently, there is no current JMP estimate for safely managed sanitation coverage in Zambia, with monitoring systems and administrative data collection primarily focused on basic sanitation. The ODF strategy, while successful in reducing open defecation, currently requires a review and realignment to incorporate safely managed sanitation principles.</p> <p>To address these challenges and accelerate progress towards universal access to safely managed sanitation, The Ministry of Water Development and Sanitation intends to develop a comprehensive SMS Action Plan. This plan will build on the ODF strategy and ongoing sanitation systems efforts to guide the country in meeting the SDG 6.2 and the SMS aspirations in the Zambia Water Investment Programme and achieve targets in the National development plan and the Vision 2030. The SMS action plan will serve as a blueprint outlining strategies, targets, and responsibilities to improve sanitation coverage and quality across the country. It will provide a roadmap for Zambia to achieving universal access to safely managed sanitation, contributing to improved public health, environmental protection, and overall well-being.</p> <p>The development of this plan will involve a thorough review of existing policies, sanitation data, assessment of sanitation system strengthening pillars, and an evaluation of the Open Defecation Free (ODF) strategy.</p>		

Purpose of the Assignment:

The purpose of this consultancy is to develop a comprehensive and implementable Safely Managed Sanitation (SMS) Action Plan for Zambia. This plan will provide a strategic roadmap for increasing access to and use of safely managed sanitation services across the country. The consultant will undertake a thorough assessment of the current sanitation landscape, including a review of existing policies, evaluation of sanitation system strengthening pillars, and analysis of the Open Defecation Free (ODF) strategy. The findings from these assessments will inform the development of the SMS Action Plan, which will outline clear targets, interventions, and responsibilities for achieving universal access to safely managed sanitation by 2030.

Scope of Work:

More specifically the consultant is expected to lead on the following:

Task 1: Review of Existing Sanitation Policies and Strategies

- Conduct a comprehensive review of national and sectoral policies, strategies, and plans related to sanitation.
- Assess the alignment of existing policies with the ASPG guidelines.
- Identify gaps, inconsistencies, and opportunities for improvement.

Task 2: Assessment of Sanitation System Strengthening Pillars

- Assess the status of the six-sanitation system strengthening pillars (governance, financing, capacity development, technology and market development, hygiene and behaviour change, and monitoring and evaluation) as per the Game Plan.
- Identify strengths, weaknesses, and areas for improvement in each pillar.

Task 3: Review of the ODF Strategy

- Conduct a thorough review of the ODF strategy, including its implementation, achievements, and challenges.
- Assess the sustainability of ODF gains and identify potential threats.
- Analyse the role of ODF in achieving SMS.

Task 4: Development of the SMS Action Plan

- Develop a comprehensive SMS Action Plan based on the findings from Tasks 1, 2, and 3.

- Define clear and measurable targets for increasing access to safely managed sanitation.
- Identify key strategies and interventions to achieve the set targets.
- Develop a detailed implementation plan, including roles and responsibilities of different stakeholders.
- Define monitoring and evaluation indicators and mechanisms.
- Facilitate stakeholder engagements and workshops to in cooperate feedback and validation

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:	Requesting Section / Issuing office:	Reasons why consultancy cannot be done by staff:
2024	WASH	The assignment requires services of an independent professional having expertise in the field of sanitation and experience in the development of national documents. The development process of the sanitation plan within the stipulated time requires extensive stakeholder engagements, policy and strategy reviews and analysis which requires full-time attention without diversion by other responsibilities hence not possible for existing UNICEF staff to undertake the tasks.

Included in Annual/Rolling Workplan: Yes

No, please justify:

Consultant sourcing: <input type="checkbox"/> National <input checked="" type="checkbox"/> International Both <input type="checkbox"/>		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment	
Consultant selection method: <input type="checkbox"/> Competitive Selection (Roster) <input type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)			
If Extension, Justification for extension:			
Supervisor: Systems Strengthening WASH Specialist	Start Date: As soon as possible	End Date:	Number of Days (working) 28 working days over a 4 month period
Work Assignment Overview: Under the overall guidance and supervision of Systems Strengthening WASH Specialist, the consultant will provide technical support to the Ministry of Water development and Sanitation, NWASCO, UNICEF amongst other key stakeholders to develop of the SMS action plan that will involve a thorough review of existing policies, sanitation data, assessment of sanitation system strengthening pillars, and an evaluation of the Open Defecation Free (ODF) strategy.			
Tasks/Milestone:	Deliverables /Outputs:	Timeline (days/months)	Estimated Budget (US\$)
A detailed presentation outlining the consultant's understanding of the assignment and proposed methodology	Presentation of proposed methodology and workplan	15 th September	10%
Review of existing policies and strategies, including an assessment of alignment with ASPG guidelines	Position paper on sanitation in Zambia as per ASPG guidelines amcow 2021 african-sanitation-policy-guidelines.pdf (ircwash.org)	5 th October	20%
Presentation OR fact sheet with visuals on the assessment of sanitation system strengthening pillars (governance, financing mechanisms, capacity development, technology and market development, hygiene and behaviour change, and monitoring and evaluation)	Presentation on sanitation system strengthening pillars to stakeholders	30 th October	15%

A review of the ODF strategy, including lessons learned and recommendations.	Learning note on the ODF strategy implementation to inform ODF strategy review by MWDS	30 th Nov	20%
A draft SMS Action Plan.	Presentation of Draft National SMS action plan to stakeholders	30 th December	35%
Estimated Total Consultancy Fees			
Travel Local (please include travel plan) – No travel to the field is required	No Travel required		
Total estimated consultancy costsⁱ in US\$		Inclusive of all costs (inclusive of transport and Communication costs)	
Minimum Qualifications required:		Knowledge/Expertise/Skills required:	
<input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines: Master's degree in water, Sanitation or Hygiene, public health, environmental science or related fields	<ul style="list-style-type: none"> • At least 7 years of experience in water and sanitation programming. • Strong understanding of sanitation challenges and opportunities in Zambia. • Experience in policy analysis and development. • Excellent analytical and report writing skills. • Experience Strategy formulation. • Strong facilitation and communication skills. • Relevant experience in a UN system agency or organization is considered as an asset. • Ability to coordinate and facilitate government/UN interactions. 		
Administrative details: Visa assistance required: NONE <input type="checkbox"/> Transportation arranged by the office: NONE <input checked="" type="checkbox"/>		Home Based <input checked="" type="checkbox"/> Office Based: If office based, seating arrangement identified: IT and Communication equipment required: No <input checked="" type="checkbox"/> Internet access required: No <input checked="" type="checkbox"/>	

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

Text to be added to all TORs:

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.