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| **Heading:** National Consultant for Sanitation and Hygiene including Handwashing Promotion  (Nay Pyi Taw based and supporting to Magwe, Shan and Rakhine)  **Section in Charge**: Water, Sanitation and Hygiene (WASH) Section  **Section supporting: WASH**  **How does the consultancy relate to work plan:** This relates to Output 3 (Sanitation and Hygiene)  **Outcome reference**: Programme Outcome 202: By 2022, families and institutions in 7 high burden states and regions of Myanmar have equitable access to and utilize safe, affordable, adaptive, adequate and equitable WASH services across the lifecycle, especially the most vulnerable children and women.  **Output references**: #003 – By 2022, vulnerable communities in targeted areas end open defecation and households have capacity to maintain adequate sanitation facilities and hygiene practices with support from government and local service providers  #001 – By 2022, GoM has strengthened political commitment and accountability, and technical and institutional capacity for scaling up safely managed WASH services | | |
| 1. Background:   **Introduction**  Sanitation and Hygiene programme is implemented through Community Led Total Sanitation (CLTS) approach in 3 townships of Southern Shan and 3 Townships of Magwe in 2019 and 2020. Total of 1,200 villages were triggered and 30% of them were externally verified. More villages from Magwe will be externally verified starting from April 2020 and then some villages in Shan depending on the good progress of ODF declaration. mWater mobile application is used for data monitoring and Basic Health Staff in both places are still needed to support and train to maintain the sustainability of result achieved. There is also a plan to set up CATS/CLTS resource center at the State and Regional Level. In addition, UNICEF has plan to implement CATS/CLTS approach in Southern Rakhine State, upon the request from Director of Department of Public Health, Rakhine State where there is one of the lowest latrine uses in Myanmar.  **Emerging Issues of COVID-19 Virus and Provision of Essential WASH Services**  In late 2019, an acute respiratory disease emerged in China, known as novel coronavirus disease 2019 (COVID-19). In Myanmar, the first COVID-19 cases were reported by the Ministry of Health and Sports on 23 March 2020. The current COVID-19 pandemic has an invisible threat to both life and livelihood of people in Myanmar. It also has impacts on the disruption on the provision of basic services to the communities in rural and urban areas. The provision of safe water, sanitation and hygienic conditions is essential to preventing disease transmission such as COVID-19 outbreak and protecting human health during all infectious disease outbreaks, including the COVID-19 outbreak. Ensuring good and consistently applied WASH and waste management practices in communities, homes, schools, marketplaces and health care facilities will further help to prevent human-to-human transmission of the COVID-19 virus. Therefore, it is critical to maintain for the provision of essential WASH services especially to the high-risk places such as quarantine centers in rural and urban areas, public places and institutions by the government of Myanmar and WASH key stakeholders. In this light, ensuring to maintain handwashing practice at critical times for all communities in the targeted areas and monitor essential WASH services especially handwashing stations and sustainability of ODF status for the populations of ongoing work of COVID-19 response at the most needed and high-risk areas in Southern Shan, Magwe and some parts in Rakhine where there are many returnees of migrant workers from Thailand and China.  **Objectives of the consultancy:**  UNICEF is implementing Accelerating Sanitation and Water for All II (ASWA II) and it is now in mid cycle and concentrating on monitoring and data management to ensure the sustainability of sanitation and hygiene results as well as preventing disease transmission such as COVID-19 outbreak and protecting human health during all infectious disease outbreaks, including the COVID-19 outbreak. It is also needed to strengthen and maintain the Open Defecation Free (ODF) Status of communities which were already declared, to achieve more ODF communities as well as to sustain proper handwashing with soap and water at critical times and after touching public utilities such as doorknobs, handles, etc. To support WASH Team in Nay Pyi Taw, Taunggyi and Magwe, the consultant is required to support in the following areas:   * To support sanitation data collection, consistency and reliability in Magwe and Southern Shan State. * To support sustainability ODF status in declared communities and achieve more ODF communities in Southern Shan and Magwe. * To hold introduction of CLTS concept in Rakhine and provide trainings to Basic Health Staff. Support for implementation of CLTS activities in Rakhine. * To do an assessment and feasibility study on sanitation marketing and explore to expand network with small scale enterprise and private sector engagement * To undertake technical **feasibility for establishment of WASH Technical Support Institute at National/State and Regional level** with WASH partners. * To facilitate for establishment/ setting up CATS/CLTS resource center at the State and Regional Level. * **To monitor project activities** as required and provide technical support to implementing partners including Department of Public Health. * **To promote handwashing practice and good hygiene behaviors at critical times** and after touching public utilities such as doorknobs, handles, etc for all communities in the targeted areasof Southern Shan, Magweand Rakhine to prevent WASH related diseases transmission such as COVID-19 outbreak | | |
| 1. Geographic Area:   The consultant will be based in Nay Pyi Taw (about 25% of his/her time) and work closely with DPH. The consultant will have to visit to UNICEF, Nay Pyi Taw office as and when required. Remaining 75% of the time will be spent for field travel to Southern Shan and Rakhine States, and Magwe Region. The consultant will have to travel each place once a month and need to spend 2 or 3 days in each region. For Rakhine, Southern part is more accessible than Northern part to travel to the field. | | |
| 1. Duration (including potential extension):   The consultancy work is planned for 11 months and must be full-time. (starting 15 July 2020)  The Consultant will work Full Time, 5 days per week, and will follow the UNICEF Myanmar working hours. | | |
| 1. Supervisor:   Direct supervisor: WASH Officer (Sanitation) NPT Office with support and guidance from Section Chief WASH  Technical supervisor: Technical support from WASH Officers from Magwe, Shan and Rakhine Field Offices | | |
| 1. Type of Supervision/support required from UNICEF:   Technical Advisor: Monthly planning and reporting meetings based upon WASH workplan | | |
| 1. Description of assignment: | | |
| **Tasks** | **End Products/Deliverables** | **Duration/**  **Deadline/ % of fee payable** |
| * Conduct meetings with data focal persons at State and Regional level for discussing data monitoring process and uniform data reporting format which is line with HMIS in Shan and Magwe, and at Union level if necessary. * Conduct Township level meetings with officials from Township Medical Office to discuss data monitoring process and regular reporting process at 3 townships in Southern Shan State and 3 Townships in Magwe. * Prepare concept note and plan for sanitation market mapping and establishment of WASH Technical Support Institute or Resource centres at National / State and Regional Level. | Field trip report submitted attached with **meeting minutes**   * meetings with Deputy Director Generals and 2 data focal persons in Shan State and Magway Regional DPH on data processing and verification process * Meetings with Township Medical Officers and 3 Sanitation data focal persons from 6 Townships in Southern Shan and Magwe and on data processing, verification and reporting process (quarterly) * Draft concept note and plan of action developed for sanitation market mapping and WASH technical Support Institute or Resource centres at National / State and Regional Level | 1st month |
| * Carry out field visits in 2 villages under each RHC and visit 2 RHCs in each of 6 townships in Southern Shan and Magwe every month together with DPH counterparts for data verification of village level sanitation and hygiene data. * Monitor the progress of sanitation data collected quarterly; visit and motivate the villages which has slow progress and find out the barriers/causes and then link with the local suppliers for sanitation goods/products if necessary. * Monitor the functionality of essential WASH services such as handwashing stations to ensure the accessibility of handwashing services at this critical time to prevent the transmission of COVID-19 disease * Monitor the distribution of COVID-19 message to promote handwashing with soap and good hygiene behaviors at critical times for all communities in the targeted areas in Southern Shan, Magwe and Rakhine * Coordinate with 3 State and Regional DPH Directors for setting up resource centre for Sanitation and Hygiene * Recruit and train 50 local trainers (Basic Health Staff) in 3 States and Regions (Shan, Magwe and Rakhine) to establish State/Regional WASH Technical Support Institute/resource centers. (also need to consider possibility for establishment of resource centre at township level). * CLTS implementation in Rakhine: conduct CATS/CLTS approach trainings together with State DPH staff to all Basic Health Staff from 2 or 3 townships in southern Rakhine as well as participate in data collection and processing of sanitation and hygiene baseline. * Attend State/Regional or Township level WASH sector coordination meetings as appropriate * Assess and map local suppliers of Sanitation goods/products in the project Townships together with UNICEF Field Officers in Magwe, Southern Shan and Rakhine | **Monthly Deliverables:**   * Monthly field trip report submitted on the progress of CLTS intervention and field monitoring findings from 24 villages of 6 project townships in Southern Shan State and Magwe Region by using data validation form * Field trip report on the functionality and use of handwashing stations and provision and use of COVID-19 message for promotion of handwashing practices * 3 Trainings of Trainer (ToT) on Sanitation and Hygiene including CLTS approach conducted to 50 (Basic Health Staff) from 3 States and Regions. 3 Resource centres or WASH Technical Support Institute are agreed to set up. (At the end of the trainings, all BHS will understand and are confident in implementing CATS/CLTS approach.) * The progress and key achievements are shared at 3 State and Regional WASH sector coordination meetings. * Feasibility study and report produced and submitted to UNICEF which include barriers and recommendations on the current situation of supply chain mechanism for Sanitation goods and products at Township level | 2nd month  3rd month  4th month  5th month  6th month  7th month  8th month  9th month  10th month |
| * Review and prepare lesson/learnt and recommendations on the establishment of WASH technical support Institute * Final report prepared and shared with Directors of DPH at 3 States and Regions (Magwe, Southern Shan and Rakhine) | * Report with findings and way forward for WASH technical support Institute submitted. * Final report submitted to UNICEF. | 11th month |
| 1. Payment schedule   1st payment: After completion of 1st month activities as listed in Section 6: 9% payment  2nd payment: After completion of 2nd month activities as listed in Section 6: 9% payment  3rd payment: After completion of 3rd month activities as listed in Section 6: 9% payment  4th payment: After completion of 4th month activities as listed in Section 6: 9% payment  5th payment: After completion of 5th month activities as listed in Section 6: 9% payment  6th payment: After completion of 6th month activities as listed in Section 6: 9% payment  7th payment: After completion of 7th month activities as listed in Section 6: 9% payment  8th payment: After completion of 8th month activities as listed in Section 6: 9% payment  9th payment: After completion of 9h month activities as listed in Section 6: 9% payment  10th payment: After completion of 10th month activities as listed in Section 6: 9% payment  11th payment: After completion of 11th month activities as listed in Section 6: 10% payment | | |
| 1. Advertisement / Invitation / Request for Expression of Interest   The consultancy will be published at Talent Management System recruitment portal of UNICEF Myanmar, WASH sector mailing list, MIMU, and any other relevant groups in country. | | |
| **10. Selection process (EOI to be attached to TOR)**  Interested candidates are required to complete the Expression of Interest Form circulated with the call for proposals, answering the technical questions included.  The consultant will be identified by UNICEF based on a competitive selection process, considering the candidate’s experience, the quality of the answers produced, and of the lump-sum requested.  If deemed opportune, UNICEF will require a telephone or face to face interview with shortlisted candidates.  **Qualification and specialized knowledge/experience required for the assignment:**  ***Education***   * A University degree in one of the disciplines relevant to the following areas: Civil or Mechanical Engineering, Water Supply or Environmental Engineering, Public Health or other specialized field related to WASH is required. A Diploma may be accepted in lieu of a university degree combined with 2 additional years of relevant professional experience.   ***Work Experience***   * A minimum of three years of professional work experience in WASH-related programmes specifically in rural Sanitation and Hygiene programme especially CLTS and Sanitation marketing. * Strong insight and facilitation skill for community mobilization, coordination and facilitation experiences is a must * Knowledge of WASH-related technical guidelines, standards and indicators * Experience in monitoring and evaluation of WASH interventions   ***Language Proficiency***   * Native Myanmar language Speaker, and local language is an asset (Shan and PaO – main language in Southern Shan) * Fluency in English is required (oral and written) | | |
| **13. Other conditions:**  The consultant will be based in Nay Pyi Taw (25% of his/her time) and work closely with DPH. The consultant will have to visit as and when required. The consultant can also use UNICEF office in Nay Pyi as and when needed. Consultant will use his/her own laptop/ computer.  **Life and health insurance**  UNICEF does not provide or arrange life or health insurance coverage for consultants and individual contractors, and consultants and individual contractors are not eligible to participate in the life or health insurance schemes available to United Nations staff members. Consultants and individual contractors are fully responsible for arranging, at their own expense, such life, health and other forms of insurance covering the period of their services as they consider appropriate. The responsibility of UNICEF is limited solely to the payment of compensation for service-incurred death, injury or illness as per the provisions detailed below.  **Insurance for service-incurred death, injury or illness**  Consultants and individual contractors who are authorized to travel at UNICEF expense or who are required under their contract to perform services in a UNICEF or United Nations office shall be provided with insurance coverage, through a UNICEF-retained third party insurance provider, covering death, injury and illness attributable to the performance of official UNICEF duties. Compensation in the event of service-incurred death, injury or illness shall be equivalent to amounts stipulated in the agreement between UNICEF and the insurance provider.  **Confidentiality:**  The documents produced during the period of this consultancy will be treated as confidential, and the rights of distribution and/ or publication will reside solely with UNICEF.  The contract signed with the consultant will include the other general terms defined by UNICEF. | | |
| 1. Nature of Penalty Clause to be stipulated in the contract:   UNICEF Myanmar reserves the right not to pay the Contractor or withhold part of the payable amount if one or more requirements established for this assignment is not met or deadline set for the accomplishment of the tasks is missed. | | |