



Ministry of Environment and Energy
The Republic of Maldives

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Date: 12th November 2017

National consultant to develop the Emergency Preparedness and Response Plan (EPRP) for the Water Sanitation and Hygiene (WASH) sector, Maldives.

TERMS OF REFERENCE

A. PURPOSE

The outer islands of the Maldives experiences drinking water shortages during the dry season. These shortages have had significant adverse human, environmental and social impacts on the outer island. The key problems pertaining to freshwater security relate to the increasingly variable rainfall patterns induced by climate change and sea-level rise induced salinity of groundwater. The Government faces constraints in responding to the challenge at hand without assistance, especially in the context of anticipated impacts of climate change.

With this include, the geographic nature of the islands leads to difficulty in responding during WASH Emergencies. The water crisis Capital Male' city faced in late 2015 was such an event. During this event, it was identified that the Government of Maldives did face difficulties in alighting the tasks to the relevant authorities and agencies.

In response to minimize such events and develop a swift response, The Government of Maldives through the Ministry of Environment and Energy (MEE) is seeking a full-time **National Consultant** responsible for the development of an Emergency Preparedness and Response Plan.

B. BACKGROUND

The unique geographic attributes of the Maldives make its water resource situation both complex and diverse. With widely ranging populations numbers on the islands, even basic water and sanitation service must be tailored to local resources and population needs. Management of the limited water resources is complicated due to the small catchment areas for rainfall, limited rainwater and groundwater storage capacity, long dry seasons, and the susceptibility of groundwater aquifers to pollution and salinity intrusion.

The outer islands of the Maldives already experience drinking water shortages during the dry season. These shortages have had significant adverse human, environmental and social impacts on the outer island communities. The key problems pertaining to freshwater security relate to the increasingly variable rainfall patterns induced by climate change and sea-level rise induced salinity of groundwater. A sea level rise and decreasing rainfall amounts will considerably compound current water stress in the country.

C. OBJECTIVES OF ASSIGNMENT

The objective of this assignment is to develop initial response strategy and operational plan to meet the initial humanitarian needs during the first three to four weeks of an emergency. This plan shall address the anticipated issues before the onset of a crisis including the potential constraints, specific measures (protocols) in place ensuring readiness to respond without delays, with the details of knowing who is doing what, how and where. The plan should also have a shared understanding of the potential situations and challenges with gaps identified. It also requires institutionalization and robust adoption of internal and external communications during emergencies, risks involved and definition of scenarios and plans to tackle.

D. OVERALL RESPONSIBILITY

The overall objectives of the assignment are to:

1. Work closely with MEE and UNICEF country office to ensure effective development of the EPRP plan.
2. Ensure effective planning for developing the EPRP, including knowledge management and stakeholder consultation.
3. Ensure that information and data from the field is captured, documented, analyzed and reported in a results-based manner
4. Develop the Emergency Preparedness and Response Plan (EPRP) for the Maldives
5. Ensure full coherence and alignment of EPRP to international guidelines and best practices.
6. Ensure that the EPRP is developed within the Maldivian context and should be executable within the governance structure of the Maldives.
7. The EPRP should include effective communication protocols which are locally acceptable.

E. SCOPE OF WORKS

Major tasks will include, but not be limited to the following:

1. Conduct an assessment of the risks that the country's population faces and which might require a coordinated humanitarian response (for the WASH sector). Reviewing of existing Risk profile and map.
2. Carry out stakeholder consultation in consultation with the Client.
3. In consultation with the Client develop WASH response strategy.
4. Define operational arrangements, plans, roles and responsibilities that ensure for organized and coordinated actions.
5. Prepare and share presentations during inception and final submission of EPRP.
6. Drafting of Emergency Preparedness and Response Plan.
7. Validate the draft EPRP through stakeholder consultation.
8. Finalize the Emergency Preparedness and Response Plan based on the stakeholder consultation outcomes.

F. Key Deliverables

1. Work inspection report (demonstrating a clear understanding of the assignment, detailing the Proposed Work Schedule with timelines and methodology)
2. First Draft/Template of Plans.
3. Stakeholder analysis report submission and presentation
4. Draft Maldives WASH Emergency Preparedness and Response Plan (EPRP) submission and conduct of stakeholder workshop
5. Final Maldives WASH Emergency Preparedness and Response Plan (EPRP).

G. QUALIFICATIONS AND EXPERIENCE

To be eligible for consideration for this position the candidate must meet the following criteria:

1. Academic Qualification: Master's Degree in a relevant field (Environment, Health or Management).
2. At least five (05) years working experience in a relevant field (Environment, Health or Management)
3. Work experience in development of Emergency Response/ Disaster Risk Management will be an added advantage.
4. Previous similar assignments, studies and reports will be added advantage
5. Knowledge and experience of health emergency management, including the continuum of preparedness, response and recovery.
6. Demonstrated knowledge and experience of Disaster Management Plan and familiarity with the Maldivian Island Community in general.
7. Ability to manage assignments effectively – consistently ensuring timeliness and quality of work with autonomously.
8. Excellent communication and interpersonal skills.

The successful individual must be willing to work for extended periods without direct supervision.

In addition, the individual's reputation of integrity and impartiality routed in independent from third parties shall be considered.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the projects portfolio. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake the initiative in his/her broad field of actions.

H. REPORTING REQUIREMENT

1. Report directly to the Head of Water and Sanitation Department (MEE) on all aspects throughout the duration of the contract unless otherwise advised by the Client.
2. The consultants should report weekly.
3. The consultants shall ensure that all the outputs are delivered on time, in accordance with the requirements of Client.
4. The consultant is required to report to work in official attire.

I. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 2 months from the commencement of the works with potential extension based on the need. The successful candidate is expected to commence the services in November 2017.

J. PAYMENT SCHEDULE

Activity number	Deliverables	Duration	Amount (MVR)
1	Work inspection report (demonstrating a clear understanding of the assignment, detailing the Proposed Work Schedule with timelines and methodology)	2 weeks from signing of contract	5,000.00
2	First Draft/Template of Plans	2 weeks from activity no.1	5,000.00
3	Stakeholder analysis report submission and presentation	1 week from activity no.2	10,000.00
4	Draft Maldives WASH Emergency Preparedness and Response Plan (EPRP) submission and conduct of stakeholder workshop	2 week from activity no.3	10,000.00
5	Final Maldives WASH Emergency Preparedness and Response Plan (EPRP)	1 week from activity no.4	20,000.00