



UNITED NATIONS DEVELOPMENT PROGRAMME TERMS OF REFERENCE (TOR)

I. Position information

Consultancy title: Individual Consultancy to support Health Care Waste Management Project

Department /Unit: Inclusive Growth and Sustainable Livelihood

Supervisor: National Project Coordinator (HCW)

Duration: 3 months.

Starting Date: 15 February, 2017

Duty Station: Dar es Salaam

Located at: UNDP Dar es Salaam

Full/part time: Full Time

II. Background information

The Ministry of Health, Community Development, Gender, Elderly and Children with the support of UNDP in collaboration with WHO and Healthcare Without Harm (HCWH) is implementing a full size GEF funded project. The project strives to introduce best environmental practices (non-incineration healthcare waste treatment technologies) and mercury-free medical devices in four Sub-Saharan African countries including Tanzania to reduce harmful releases from the health sector. To kick start this initiative in Tanzania, the project will be implemented in five health facilities in Dar es Salaam Region (Muhimbili National Hospital, Mwananayamal Hospital, Mabgala Rangi Tatu Hospital, Sinza Hospital and Buguruni Anglican Hospital).

To help countries meet their obligations under the Stockholm and Minamata Conventions, the project will aim at supporting countries to improve the entire healthcare waste management chain in supported project facilities through improved classification, segregation, storage, transport and disposal, among else, it is expected that improved HCWM practices will reduce the spread of infections both at healthcare facility level as well as in places where healthcare waste is being handled, reducing human suffering and health care cost associated with improperly managed waste.

The regional project aims at reducing the reliance of African countries on heavily polluting low-cost low technology incineration equipment and creating a tipping point for the use of non-incineration technologies which will generate significantly less air pollutants than incinerators and other high-heat thermal processes. Secondly, the use of non-incineration technologies can also provide for the opportunity to recycle disinfected waste fractions, in particular plastics, and allow Health care facilities to reduce their costs for waste treatment, by selling shredded plastics to recyclers.

III. Objectives of assignment

This proposed consultancy therefore aims to supporting project to undertake preliminary activities geared towards contributing to the efforts of Tanzania in phasing-down/out the use of Mercury containing medical devices, improving practices for Mercury containing wastes (including dental amalgam), and adopting measures in order to reduce releases of Mercury and meet future obligations under the Minamata Convention.

Some of the key activities which the consultant will carry out in collaboration with project team include: initial assessment of waste generation and estimation of UPOPs releases, conduct mapping of HCW stakeholders & identify buyers for possible to be recycled materials generated from health care services, develop an inventory of mercury containing devices in the four project participating hospital.

Furthermore, the purpose of this assignment will be to provide clear insight of the work to be executed in the project and also provide guidance and recommendations on the best way to strengthen on-going implementation of the project activities to maximize outcome, learning and adjust/improve the project design, logic of intervention and monitoring indicators.

IV. Application process & Evaluation criteria

Application process:

The consultant should submit current and complete C.V, technical and financial proposal (in separate submissions) in English with indication of email and phone contact.

Evaluation Criteria

Individual consultants will be evaluated based on the following methodology:

Cumulative analysis:

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. 70%-30%.

Technical Criteria weight; [70%]

Financial Criteria weight; [30%]

Only candidates obtaining a minimum of 49 points (70% of the total technical points) would be considered for the Financial Evaluation.

Technical Criteria – Maximum 70 points:

- Relevance of education – 10 Points;
- Language skills – 5 Points;
- Knowledge of the area of work and expectation from the activities being covered-15 points;
- Relevance of professional experience in conducting assignments of similar nature and scope- 25 points;
- Experience in writing/publication- 15 points.

Financial proposal - Maximum 30 points:

Appropriateness shall be computed as a ratio of the proposal's offer to the lowest price among the proposals received by UNDP.

V. Scope of work, Tasks, Methodology, Deliverables, Timeline

Scope of work

Under the direct supervision of the National Project Coordinator at UNDP and Health Care Waste Coordinator/National Project Director at Ministry of Health Community Development Elderly and Children, and under the guidance of the Chief Technical Advisor, the incumbent will be responsible for the following duties:

- Develop monitoring and evaluation indicators based on agreed criteria for overall project objectives and activities.
- Conduct Initial Assessment of Waste Generation and UOPs release to the environment.
- Conduct mapping of HCW stakeholders & identify buyers for possible to be recycled materials generated from health care services.
- Develop an inventory of mercury containing devices in the four project participating hospital.
- Facilitate the dissemination, monitoring and evaluation of project implementation activities during the consultancy period.

Methodology

Working under the direct supervision of the National Project Coordinator at UNDP and Health Care Waste Coordinator/National Project Director at Ministry of Health Community Development Elderly and Children, the Consultant will provide technical knowhow and capacity building for development to achieve project objectives through provision of support for the above tasks and submission of progress reports in line with

deliverables. Relevant project activities that will required the services of the HCW Consultant are described under the HCW project Outcome: which have been formulated within the context of UNDAP.

It is anticipated that the work conducted will be coordinated closely with UNDP Tanzania Country Office and Ministry of Health Community Development Elderly and Children

Deliverables

At a minimum the consultant will be required to present the following reports:

1. Report providing details of all health care waste management stakeholders, including plastic recycling industries. At a minimum the report will outline their role in health care management.
2. An inventory of Mercury containing devices that needs top replaced by the project in all project facilities.
3. A detailed report indicating type and amount of waste generated in all project participating facilities
4. Estimation of levels of POP emission emanating as a result of healthcare waste treatment and disposal practices

Timeline

The assignment is to be accomplished over a period of three (3) months, effective 15th February, 2017.

Payment terms against the deliverables:

1. 20% of the total cost of this consultancy will be paid upon submission of an inventory of Mercury containing devices that needs top replaced by the project in all project facilities
2. 40 % of total consultancy cost will be paid upon submission of detailed report health care waste management stakeholders, including plastic recycling industries. At a minimum the report will outline their role in health care management.
3. 40% will be paid after completion and submission of report outlining type and amount of waste generated and estimation of POP emission emanating as result of health care waste treatment and disposal practice in all project participating facilities

VI. Recruitment qualification

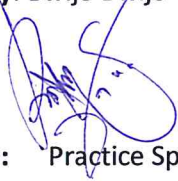
Education

- An advanced degree in environmental health science, public health or related to health care or an advanced degree in health care

Experience	<p>Application with the following minimum qualifications will be considered for this assignment:</p> <ul style="list-style-type: none"> • An advanced degree in environmental health science, public health or related to health care or an advanced degree in health care. • A minimum of 6 years' previous related professional experience with preference given to candidates with professional experience in medical waste management; • Five years' experience working with hospitals, health institutions, and health-related governmental and non-governmental organizations; • Demonstrated professional experience and expertise in hospital waste management approaches, including experience in the design and implementation of sustainable, hospital-specific waste minimization and management programs in one or more countries; • Ability to analyse policy documents, tools, and other resources related to health-care waste management; • Knowledge of existing medical waste management system and challenges in the African region; • Experience in stakeholder consultation and mobilization; • Experience in other international/national development project
Competencies	<ul style="list-style-type: none"> • Expert in the area of environmental health/science • Ability to work under minimum supervision to meet short deadlines. • Commitment and drive to achieve challenging goals, and problem solving attitude. • A team player with strong inter-personal skills and the ability to deal with multiple teams located in multiple institutions. • Ability to identify client needs and deliver them promptly and accurately.
Language requirements	<ul style="list-style-type: none"> • Fluency in English and Swahili essential

Reviewed by: Bwijo Bwijo

Signature:



Designation: Practice Specialist

Date:

20/1/2017

Approved by: Amon Manyama

Signature:



Designation: Head of Programs

Date:

23/1/2017