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Regional Service Centre for Africa

Term of Reference (Tor) For the Recruitment of Individual Consultant (IC)

GENERAL INFORMATION

Services/Work Description:	Consultancy
Project/Program Title:	Review of the SADC Response to the El Niño Induced Drought Emergency in Southern Africa
Post Title:	International Consultant
Consultant Level:	Level C (Senior Specialist)
Duty Station:	Home-based
Expected Places of Travel:	Travels to SADC Secretariat and Member States
Duration:	40 working days
Expected Start Date:	Immediately after Concluding Contract Agreement

I. BACKGROUND / PROJECT DESCRIPTION

In 2015/16, Southern Africa experienced a severe drought induced by the El Niño weather condition. The El Niño phenomenon that persisted during the 2015/16 planting season caused the worst drought in 35 years in southern Africa. This resulted in a wide spread humanitarian emergency with an estimated 40 million people in need of humanitarian assistance according to vulnerability assessments and analysis. The drought severely affected food security and nutrition and livelihoods of the majority of the population in the region especially in seven most affected countries (Angola, Democratic Republic of Congo, Lesotho, Madagascar, Malawi, Mozambique, Namibia, South Africa, Swaziland, Zambia and Zimbabwe). This was the second, and in some cases third, consecutive year of drought in many areas. The severe drought conditions led to a widespread crop failure, poor harvests and loss of livelihoods. The direct impact was an estimated 9.3 million tonnes regional shortfall in cereal production, prompting the need for a significant amount of cereals to be imported from outside the region to cover the needs. The drought also severely affected livestock, which is a key source of livelihoods for many communities in the region. It was reported that more than 643,000 drought-related livestock deaths were experienced in Botswana, Swaziland, South Africa, Namibia and Zimbabwe due to severe lack of pasture and water and increased stress induced disease outbreaks. Water sources and reservoirs were also severely depleted, forcing communities and their livestock to use unsafe sources, increasing the risk of diseases for humans and livestock.

II. 2. Background and Justification:

As part of its preparedness and early action, SADC with support from RIASCO partners provided technical leadership and financial support to regional activities that included the following:

- SADC SARCOF 2015 that was held in August 2015
- SADC pre-season meeting in October 2015 where member states presented and updated their contingency plans taking into consideration the outputs from the SARCOF.

In February 2016, The Southern African Development Community (SADC) with support from Food and Agriculture Organization of the United Nations (FAO) and the United Nations World Food Programme (WFP) organized a Stakeholder Consultative Meeting on Preparedness and Response to the Impact of the 2015/16 El Niño on Agriculture and Food and Nutrition Security in Southern Africa. The meeting was held in Johannesburg, South Africa from 25th to 26th February 2016. The overall objective of the meeting was to create a common understanding of the effects of the current El Niño event from a regional perspective and agree on essential actions and commitments. The meeting participants included representatives from Member States (at Senior level from Disaster Management, Agriculture and Planning, Health and Nutrition), Farmers Unions, Regional Economic Communities (SADC and COMESA), NGOs, United Nations agencies (FAO, WFP, OCHA, UNICEF, UNDP, World Bank, UNHCR, WHO, IOM, UNAIDS, UNFPA, UNWOMEN, UNEP), the Donor community, Diplomatic, the Private sector, the Academia and the Media.

The key outcome of the meeting was a clear consensus that the crisis was severe and regional in nature as such there was need for greater coordination and collaboration among all stakeholders in terms of regional approach to the response (importation of grain and inputs), private sector partnership and involvement and regional control and management of crop and animal diseases. In the short term (March – October), the meeting agreed that the SADC should develop a regional response plan; establish an El Niño response coordination centre at the SADC Secretariat and establish a logistics task team to coordinate importation of food and agricultural inputs from outside the region. It was also agreed that member states should provide preliminary data on the number of people affected, cereal and other food deficits for planning and resource mobilization and provide immediate relief to meet the food and non-food needs of more than 28 million vulnerable populations who were affected by the poor 2014/15 and 2015/16 seasons.

As the result of the February consultative meeting, the SADC Council of Ministers in March 2016 recommended the declaration of a regional drought disaster and issuance of a regional appeal for assistance. The Council of Ministers also endorsed the establishment of a SADC El Niño Logistics and Coordination Team at the SADC Secretariat to coordinate a regional response in close collaboration with Member States and with support from the international cooperating partners (ICPs). UN Agencies (FAO, UNICEF, UNOCHA, UNDP, WFP and WHO) provided technical and financial support for the establishment of the team in May 2016.

Following the preparation of the Regional Response Plan and the Humanitarian Appeal, the Southern African Development Community (SADC), declared a regional disaster in July 2016, and subsequently launched a regional humanitarian appeal to mobilize about \$2.4 billion to cater for the needs of the affected population in the affected Member States. Individually, six countries (Botswana, Lesotho, Malawi, Namibia, Swaziland and Zimbabwe) declared country-wide drought emergencies while South Africa declared drought disasters in all provinces except Gauteng while Mozambique declared an institutional red alert.

As part of the support to the SADC response strategy to address the effects of El Niño and its impact on the livelihoods of the vulnerable households, the RIASCO partners developed a response plan to

inform efforts aimed at responding to the immediate stress effects of El Niño on vulnerable farmers' assets and livelihoods, as well as pursuing policy and investment options to build their resilience.

Given that this was the momentous time evidenced by the regional response led by SADC, it provides an opportunity to draw lessons and identify good practices that could inform future response to humanitarian crises in the region. These lessons would be invaluable in a region where more than 70% of the population relies on rain-fed agriculture for their subsistence and climate change is predicted to result in extreme climatic events, including drought, floods and cyclones.

III. 3. Objective of consultancy

The main objective of the review is to assess the effectiveness of SADC (Secretariat and Member States) and its partners in responding to the El Niño induced drought emergency and document lessons learnt to inform future responses.

IV. SCOPE OF THE WORK

- a. Develop an inception report outlining the methodology and approach to be used to fully address the scope of work / the specific tasks and the deliverables of the consultancy
- b. Undertake the review based on an approved Inception report
- c. Provide a report covering lessons learnt, challenges and opportunities for improved response to similar future emergencies
- d. Present the preliminary findings to a Regional workshop and incorporate inputs from the workshop into a final report

V. SPECIFIC TASKS

Specifically the assessment will:

- e. Review emergency response, recovery, preparedness and cross-sectoral collaboration at sub-national, national and regional level among key players;
- f. Assess preparedness, early and recovery actions and efforts for bridging humanitarian and , resilience building with respect to timeliness and appropriateness undertaken at Regional level and country level;
- g. Assess the impact of the technical interventions that were supported by SADC, and its partners including Member States and partners for disaster preparedness, response planning and resilience building.
- h. Highlight challenges and successes in the implementation of recovery and resilience actions /initiatives along-side the humanitarian interventions and draw lessons for bridging the humanitarian and resilience building divide during crisis response
- i. Review the effectiveness of the SADC El Niño Coordination cell in terms of communication and planning; coordination and logistical facilitation, effective institutional and governance support structures, common messaging, proactive reporting, monitoring and evaluation.
- j. Make specific recommendations and develop an Action Plan for future preparedness, response and recovery measures that need to be taken by SADC and Member States, including any resilience activities that could reduce disaster risks and mitigate the impact of future extreme weather events drought in the region.

VI. EXPECTED OUTPUTS AND DELIVERABLES

- a. An inception report

- b. A draft report to be reviewed at a Regional workshop
- c. A Final report covering all aspects of the study and incorporating inputs from the Regional Workshop

Table of Expected Outputs and Deliverables

No.	Deliverables / Outputs	Estimated Duration to Complete	Review and Approvals Required <i>(Indicate designation of person who will review output and confirm acceptance)</i>
1	a. Inception report	3 working days	UNDP, SADC and the UN Inter-Agency Working group
2	b. A Draft Report to be presented at a Regional workshop	30 Working days	UNDP, SADC and the UN Inter-Agency Working group
3	c. A final Report	7 Working days	UNDP, SADC and the UN Inter-Agency Working group
	Total	40 Working days	

VII. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

The consultant is expected to consult with the following among others:

- SADC Secretariat
- Selected Member states
- SADC El-Nino Response Team
- Selected representative Communities in consulted Member States

The consultant will report overall to the Team leader for DRR and Climate Change of UNDP Regional Service Centre for Africa, the UN Inter-Agency Working group. The consultant will be responsible for reporting through email and teleconferences every week to discuss progress on the work and keep the supervisors up to date on progress. Payment will be made upon submission of a certification of payment form and acceptance and confirmation by the Team leader for DRR and Climate Change of UNDP Regional Service Centre for Africa on satisfactory delivery of the specified outputs.

VIII. TRAVEL

UNDP will meet the cost of approved travels of the consultant relevant to meet and consult key stakeholders in stated in V above.

IX. QUALIFICATIONS AND EXPERTISE REQUIRED

- At least a Master's degree in social sciences or a related field.
- At least 10-years' experience and traceable evidence in successfully conducting evaluations and / or similar assessments. Good understanding of disaster risk management and reduction
- Good interpersonal skills and experience of working with Member States and RECs

- Excellent analytical and writing skills in English, public speaking and presentation skills

X. DURATION OF THE CONSULTANCY

The assessment will start upon signing of the Contract by the consultant for the period of 40 effective working days and end on or, before 30th June 2017, with an option for extension as may be mutually agreed in writing between the consultant and the overall supervisors.

XI. CRITERIA FOR SELECTING THE BEST OFFER

Upon the advertisement of the Procurement Notice, a qualified Individual Consultant is expected to submit both the Technical and Financial Proposals. Accordingly; Individual Consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- 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. In this regard, the respective weight of the proposals are:
 - a. Technical Criteria weight is **70%**
 - b. Financial Criteria weight is **30%**

Evaluation Criteria	Weight	Max. Point
Technical Competence (based on CV, technical Proposal)	70%	100
<ul style="list-style-type: none"> ▪ Understanding the Scope of Work (SoW); comprehensiveness of the methodology/approach; and organization & completeness of the proposal 	30	50*
<ul style="list-style-type: none"> ▪ Criteria b. Relevant qualification and experience 	30	__**
<ul style="list-style-type: none"> ▪ Criteria c. Relevant competences 	10	__**
Financial proposal/fees (Lower Offer/Offer*100)	30%	30
Total Score	Technical Score * 70% + Financial Score * 30%	

XII. PAYMENT MILESTONES AND AUTHORITY

The consultant will be paid based on the effective UN exchange rate (where applicable), and only after approving authority confirms the successful completion of each deliverable as stipulated hereunder.

The qualified consultant shall receive his/her lump sum service fees upon certification of the completed tasks satisfactorily, as per the following payment schedule:

Instalment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained	Percentage of Payment
1 st Instalment	Submission of a Satisfactory Inception report	"	20%
2 nd Instalment	Submission of a satisfactory draft report for consideration at the Regional Workshop	"	30%
Final Instalment	Submission of satisfactory Final Report	"	50%

XIII. CONFIDENTIALITY AND PROPRIETARY INTERESTS

The Individual Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP, SADC and the UN Inter-Agency Working Group.

This TOR is approved by: SADC, UN Inter-Agency Working Group and UNDP (Aliou Dia, Team Leader - DRR and Climate Change Cluster)

Date:

Signature: