

TERMS OF REFERENCE FOR THE AFRICAN CHEMOBS PROJECT, ESTABLISHMENT OF THE NATIONAL CONSULTANTS

1. Background

The overall objective of the African ChemObs Project is to contribute to improved health and environment protection through strengthening national and regional institutions, developing country owned plans of actions and implementing priority chemicals and waste related interventions. The project seeks to develop a prototype of national integrated health and environment observatory, including a core set of indicators enabling data aggregation, to provide timely and evidence-based information to predict, prevent and reduce chemicals risk to human health and the environment.

Its implementation by project countries will contribute to improving capacity for data collection throughout the life cycle of chemicals; establishing an integrated health and environmental monitoring and surveillance system; reducing risks posed by chemicals and raising community awareness; a formal mechanism for intersectional coordination for health and environment; and improved understanding of the link between health and environment issues, to facilitate effective policymaking.

This project proposes to support the development of national observatories, capacity building of staff, support to identify causal pathways, risk ranking and priority settings, and activities to break links in causal pathways, thereby improving health and environment outcomes. The project has three components, which consist of the activities indicated below. Each component includes information on project activities, outcomes and outputs.

SDGs: Health, environment, chemicals instruments, water, labour



The project will develop and test an integrated health and environment observatory surveillance and information management system.

The system will assess and rank potential regulatory and investment interventions.

Priority interventions will be funded in the second half of the project.

- **Component 1**

Is focused on strengthening capacity of selected existing relevant national government departments and institutions to monitor pollution, prioritize areas for intervention as well as plan and implement solutions through active involvement of local communities.

- **Component 2**

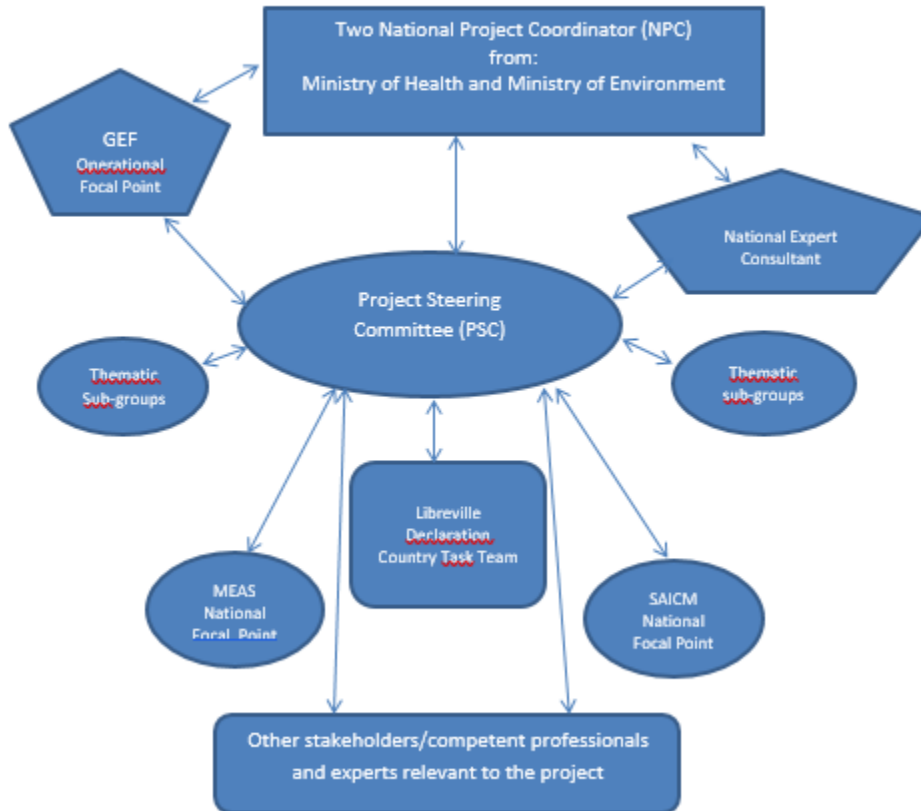
Is focused on the development of broad-based action plans to promote sound chemicals management and reduce negative impacts on health and the environment.

- **Component 3**

This component will focus on the support for the sound management of chemicals in African countries to reduce risks from chemicals and wastes identified as posing specific risks to public health and environment

2. Institutional Arrangement and Project delivery Process

Institutional Arrangements Diagram



The World Health Organization and Africa Institute serve as executing agencies for the implementation of the Africa ChemObs project in Ethiopia, Gabon, Kenya, Madagascar, Mali, Senegal, Tanzania, Zambia and Zimbabwe. To ensure that the project is successfully implemented, the project implementation requires the services of a National Consultant in each project country. The National Consultant will work together with the National Coordinators and National Project Steering committee for the purpose of implementing the project, and ensure that through team work, project deliverables are met on time and quality.

The National Consultant works under the supervision and guidance of the National Coordinators. The National Coordinators interface between the National Consultant and National Project Steering Committee. The National Project Steering Committee is the decision making body of the project, and approves and endorses the consultant deliverables submitted by the National Project Coordinator.

This Terms of Reference seeks to guide the recruitment of the National Consultant/s for the implementation of the 2019 work plan. The 2019 work plan will focus more on component 1 activities of the project as decided in the first project steering committee meeting held in Pretoria South Africa.

3. Project objectives and deliverables at the national level

According to the project workplans developed for the year 2019-2020, the following activities and achievements are due to be completed by the countries, in close cooperation with the executing agencies and the regional consultants who are currently developing the Decision Making Tools guidance for the project.

The national consultant to be hired under this ToR is expected to provide cross cutting support to the national coordinators/ focal points, who have the ultimate responsibility over the successful delivery of the project results. The National Project Steering Committees are important cross-sectorial coordinating mechanism to achieve this.

Project countries may decide to hire a single consultant for the tasks, or hire separate consultants for the different deliverables.

4. Objective of the National Consultancy

The overall objective of this consultancy is to apply the Decision Making Tools guidance with country information and data and also to support the national partners in delivering the ChemObs project in the field.

The tangible deliverables of the short term consultancy are:

1. Completed Data Survey Table
2. National Survey Report drafted with the most recent national data
3. Produce Guidev national adaptation report
4. Stakeholder engagement and capacity building plan
5. Theory of change report
6. Strategic policy and advocacy plan
7. National vulnerability assessment survey report
8. Prioritization scoping paper for National Steering Committee, based on the DMT guidance
9. National cost benefit study report to justify investment on selected priorities

5. Scope of work and Tasks

The consultant will undertake a range of activities to realise the deliverables. For each of the deliverables, the concrete outputs are highlighted in bold, as measurable outputs under the work plan.

5.1 National Data Assessment Framework

The national consultant will facilitate the exchange of information between international consultants, executing agencies and national project steering committee in the application of the draft DMTs package templates with national data, which include but not limited to;

- 5.1.1 Literature search for the project particularly grey literature and other national sources of information.
- 5.1.2 Identify national institutions, entities, agencies directly or indirectly related to the management of chemicals through the life cycle (guided by the sheet developed by the international consultants).
- 5.1.3 Link data sources to MEA reporting requirements (BRS and Minamata Convention).
- 5.1.4 The consultant should identify the vulnerable groups and establish their needs that are particularly exposed to chemicals and examine data gaps including disaggregation gender and vulnerability assessment
- 5.1.5 Identify their knowledge information and date of relevance to chemicals management.
- 5.1.6 Identify and develop reporting requirements of all the relevant stakeholders.

- 5.1.7 Identify opportunities of streamlining and identifying efficiencies in existing data collection activities at national level.
- 5.1.8 Complete the **DMT Data Survey Table (DST)** provided by the International Consultant
- 5.1.9 Draft the **National Data Survey Report** based on analyzing the completed DST and the information gathered. The report will include gender, vulnerability, linkages with MEA reporting etc.
- 5.1.10 Submit the draft report to the national coordinators and national project steering committee point for approval and validation.

5.2 Policy advocacy for Observatory Establishment

The national consultant will support the National Steering Committee and National Coordinators in the facilitation of the institutional, legislative, regulatory framework for health and environment's integrated management of chemicals to be adopted to specific needs of project country. The national consultant is required to facilitate the stakeholders' engagements in the ChemObs process. Focus should be on acceptance and integration of the proposed platform as a practical, convenient, easily usable and accessible tool that would stimulate and foster the institutional anchorage of the chemObs project is the responsibility of the national partners on the SC. Precisely the national consultant will support this process by;

- 5.2.1 Analyze existing institutional frameworks for the control of industrial and commercial chemicals
- 5.2.2 Review the Guidance documents (Guidev) prepared by the international consultant on chemical control and identify and prioritize key regulatory elements: Principles, Concepts, Practices, Instruments, Structures/institutions, financing models, Tools, Method and Competences etc.
- 5.2.3 Prepare the **Guidev National Adaptation report** including recommendations on capacity building priorities: policy framework, legislations, regulations, institutions, financing, human resources.
- 5.2.4 Conduct stakeholder analysis and Theory of Change for the establishment of ChemObs in a participatory process

- 5.2.5 Develop a **Strategic Policy and Advocacy Action Plan** for the hosting of ChemObs including critical priority activity and needs based on stakeholder assessments
- 5.2.6 Producing the targeted advocacy materials as per the advocacy strategy, for key decision makers including policy briefs, factsheet and brochures etc.
- 5.2.7 Draft a **Stakeholder Mapping, Analysis and Institutional Capacity Building Plan**
- 5.2.8 **Theory Change Report**
- 5.2.9 Submit the reports drafted to the national project steering committee for validation

5.3 National stakeholder assessment including vulnerable group analysis

Building on the gaps identified in the data survey report and the stakeholder analysis, the consultant will:

5.3.1 Conduct a vulnerability assessment of communities' exposures to toxic chemicals risks including disposal sites in the country.

5.3.2 Draft a national vulnerable groups mapping survey report

5.4 Priority setting for the Sound Management of Chemicals and Wastes based on the DMT guidance

Based on the above work and the completed Data Survey Report, and the draft Decision Making Tools guidance, to be provided by the international consultants, as well as the Guidev Adaptation Report, the national consultant will prepare:

5.4.1 **Prioritization Scoping Paper.** The scoping paper will identify a list of chemicals and waste issues and provide a selection and rationale for the selection of the most urgent actions to address these. Actions considered should include both policy actions aiming and strengthening capacity building or institutional / governance arrangements; or specific priority interventions toward remediation or prevention of these problems. In all cases, a data/ evidence driven approach should be applied following the DMT guidance, and making full use of the available data as gathered in the Data Survey Report.

5.4.2 Submit the **scoping paper** to the National Steering Committee for a decision on the priority chemicals and wastes issues to be further analysed and business cases developed, under the ChemObs project.

5.5 Draft Business Case Scenario based on cost benefit study to justify investment on selected priorities

Based on DMT guidance provided by the international consultant, the consultant will

5.5.1 Draft a National cost benefit study based on the priorities selected and confirmed by the national project steering committee and other national stakeholders as appropriate. It should provide the basis for a business case scenario to justify the investment necessary on the priority chemical and waste issues selected. This economic analysis will also be based on the DMT guidance.

5 Time Frame and Reporting

The recruitment of the consultant will start as soon as possible. The total period for the assignment is 6 months. The recruitment process should be competitive, transparent and ensure value for money. It should be consistent with country own processes and that of the executing agency.

All the deliverables should be ready by November before the Regional Project Steering Committee Meeting to be held in December 2019. Below is proposed calendar for the deliverables:

| Project Outputs | Products | Deadline | Responsibility |
|-------------------|--|----------|--------------------------|
| Output 1.1 | Report on the theory of change | Oct | National Consultant (NC) |
| | Strategic Policy and Advocacy Action Plan for the establishment of ChemObs | Oct | NC |
| | | | |
| Output 1.2 | Completed Data Survey Table | Sep | NC |

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|-------------------|--|-----|-------------------------------|
| | Data Survey Report | Oct | |
| | Prioritization Scoping Paper | Nov | NC |
| Output 1.3 | | | |
| | Stakeholder Mapping, Analysis and Institutional Capacity Building Plan | Sep | NC |
| | | | |
| Output 1.4 | Guidew Adaptation Report | Sep | NC |
| Output 2.2 | | | |
| | National vulnerability needs assessment report | Oct | NC |
| Output 2.3 | Cost benefit on investment in sound management of chemicals report | Dec | NC |
| | Steering Committee Meeting to validate the drafted reports | Nov | National Focal Point (NFP) |

6 Required Skills and Experience

The following requirements must be fulfilled by applicants to this consultation:

1. Educational requirements, Master's degree in Environmental Management, Natural Science, Chemistry, Public Policy, Public Health, Economics, Communication or related field etc.
2. Bachelor's degree with several years of working experience
3. Have a significant professional experience with national policy formulation processes (10 years of working experience)
4. Have past consulting experience in related topic would be an advantage
5. Have knowledge of national, regional and international legislations on the sound management of chemicals
6. Familiarity with the Multilateral Environmental Agreements (MEAs).