

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	CAMBODIA COUNTRY OFFICE
Purpose of consultancy:	<p>Rationale: With the current evolving COVID-19 situation in Cambodia and the continuing upsurge in the number of cases in Phnom Penh and other provinces, a growing number of locations have been lock downed and restricted as result of direct and indirect contacts with positive cases. In an effort to stem the tide of cases and deaths, the Governor of Phnom Penh has imposed a night-time curfew in Phnom Penh from 8 pm to 5 am from the 1st to the 14th of April 2021, according to the announcement of the Phnom Penh Municipality, with the possibility of extension. The Prime Minister also ordered a ban on cross-province travel on the 6th of April 2021. The local authorities in other provinces are fully empowered to put in place preventive measures for community transmission in their localities as appropriate.</p> <p>The current circumstances impact women and key vulnerable populations such as women entertainment workers, women working in informal sector and people living with HIV may not be able to access essential services. Since the 20th Community Event of COVID-19, some reports have indicated that EWs cannot go and get HIV testing services, contraceptives and other SRH services; and they cannot access condoms. In addition, outreach services provided by the NGOs were also prohibited.</p> <p>UNFPA plays a critical role in supporting public health authorities to respond to the pandemic and determine how to mitigate the impact of COVID-19 on the vulnerable population needing essential non-COVID-19 services in a variety of healthcare settings. It is therefore crucial to ensure the continuity of essential health services. Toward this, there is a need to have a clear picture of the situation in order for the programme interventions to be initiated to mitigate the impact of COVID-19 on access to essential health services by the vulnerable population.</p> <p>It is against this background that the National Maternal and Child Health Centre (NMCHC) of the Ministry of Health and UNFPA Cambodia Country Office are immediately seeking to engage a national consultancy support to conduct a rapid assessment on the impact of COVID-19 on Sexual Reproductive Maternal Health (SRMH) services in provinces with high number of COVID-19 cases such as Phnom Penh, Kandal, Preah Sihanouk, Svay Rieng, Kompong Speu, and other provinces as necessary.</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<ul style="list-style-type: none"> ▪ Design a list of questionnaires and seek inputs from NMCHC and UNFPA, prior to reaching out to informants; ▪ Reach out (calls or via other means as appropriate) to different stakeholders (Government, NGOs, healthcare providers, communities, private sector, and beneficiaries) in assess the accessibility of essential SRMH services: <ul style="list-style-type: none"> ○ Family Planning, ○ Antenatal Care (ANC), ○ Safe delivery and Emergency Obstetric and Newborn Care (EmONC), ○ Post-Natal Care (PNC), ○ Prevention from Mather to Child Transmission (PMTCT), ○ Gender based violence (GBV)/ Violence Against Women (VAW); and ○ STI and HIV/AIDS care and treatment ▪ Provide a succinct report and presentation weekly to NMCHC and UNFPA Country Office ▪ Provide a succinct end – report to NMCHC and UNFPA capturing key elements of the on-going situation, SRMH services availability, and service accessibility.

Duration and working schedule:	<ul style="list-style-type: none"> ▪ Immediately until the 31st of May 2021 (with 25 working days); extendable as needed and necessary
Place where services are to be delivered:	<ul style="list-style-type: none"> ▪ Phnom Penh based, and with virtual outreaches as necessary
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> ▪ Submission of a weekly succinct report and a presentation to NMCHC and UNFPA management (submission by electronic), along with list of informants and contacts (emails and/or phone numbers); and ▪ Submission of a succinct final report and a presentation to NMCHC and UNFPA management (submission by electronic), along with list of informants and contacts (emails and/or phone numbers).
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ul style="list-style-type: none"> ▪ Weekly reporting and submission to NMCHC and UNFPA, along with list of informants and contacts (emails and/or phone numbers). ▪ Final report submission by the 31st of May 2021, along with list of informants and contacts (emails and/or phone numbers).
Supervisory arrangements:	<ul style="list-style-type: none"> ▪ SRHR Programme Specialist of UNFPA and the M & E Analyst
Expected travel:	Not applicable
Required expertise, qualifications and competencies, including language requirements:	<p>A) Education</p> <ul style="list-style-type: none"> ▪ Advanced university degree in public health, demography, health policy/management or related social sciences or at least 10 years' of work experience conducting research and writing. <p>B) Work Experience and Technical Background</p> <ul style="list-style-type: none"> ○ Strong substantive and programme background in sexual reproductive and maternal health, adolescent health, and gender issues; ○ Strong understanding of health systems and SRMH services in the country; ○ Experience with conducting literature review, data searches and analysis, summarizing information and interpreting data on SRMH and gender issues; ○ High level of initiative and ability to collect information from multiples sources, summarize and identify gaps while proactively seeking ways to fill in the gaps; ○ Excellent written and verbal communication skills, with strong interpersonal and presentation skills; ○ Ability to engage with representatives, international and local agencies as needed; ○ Strong coordination, negotiation, and synthesis skills, and ability to navigate challenges in completing tasks and deliverables in a timely manner; ○ Experience with UN agencies (UNFPA, UNICEF, WHO; government, international and national NGOs, beneficiaries, and local authorities desirable; and ○ Fully available during the consultancy period. <p>Languages Fluency in Khmer and English</p>

<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>The UNFPA Country Office will provide appropriate references and connection where available and possible to assist the rapid assessment process.</p> <p>Payment Timelines:</p> <ul style="list-style-type: none"> ▪ A single payment will be made at the end of the assignment (during the first week of June 2021, upon acceptance of the succinct final report from UNFPA and NMCHC. ▪ Should the contract be extended, the first payment will be made as above, and the second payment will be made at the end of the new ending date of the contract.
<p>Other relevant information or special conditions, if any:</p>	
<p>Funding Code:</p> <p>71205 – FPA90 – 60700 – KHM06MOH – FPAPOADDEV – PU0074</p>	
<p>Signature of Requesting Officer in Hiring Office:</p> <p>Date: 08 April 2021</p>	
<p>Reviewed by:</p> <p>Date:</p>	
<p>Seen and approved:</p> <p>Date:</p>	