

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE for a National Consultant to support MOHP to strengthen the FP supply chain	
Hiring Office:	UNFPA, Egypt CO
Purpose of consultancy:	<p>As part of the ongoing cooperation between the Family Planning (FP) sector at the Ministry of Health and Population (MOHP) and the United Nations Population Fund (UNFPA), to strengthen the FP supply chain system in order to enhance quality of care and support choice of methods by reducing contraceptives' stock outs and equipment, UNFPA CO supported the MOPH to develop "a national FP costed implementation plan (CIP) 2020-2024" in 2019.</p> <p>The CIP will help the Ministry prioritize appropriate interventions, allocate limited resources, unify stakeholders around one plan and build the case for increased support.</p> <p>Within the context of the EU support to the National Population Strategy, UNFPA is seeking to recruit a national consultant to support MOHP to :</p> <ol style="list-style-type: none"> 1. Develop a policy brief to be used for budgeting the implementation plan; 2. Develop implementation plans for 27 governorates; 3. Conduct Logistics Cycle assessment for MOHP using NHSCA approach
Scope of work: <i>(Description of services, activities, or outputs)</i>	<ol style="list-style-type: none"> 1. To develop a Policy Brief to be used as an advocacy tool for budgeting the implementation plan; To do that several activities will be conducted such as: <ul style="list-style-type: none"> • Review the first draft of the Policy Brief developed last year. • Submit a revised draft • Share the final version of the Policy Brief after introducing the feedback of UNFPA and MOHP. 2. Develop implementation plans for 27 governorates; Using the previously developed CIP for 2020-2024, a breakdown implementation plans for 27 governorates need to be developed. As such, each governorate will develop its own action plan to implement the strategy within a timeframe. Although, most of the required budget will be through central level, each governorate can identify which activities can be carried out using governorate resources or sponsors at governorate level. To do that the following activities will be requested: <ol style="list-style-type: none"> 3. Translate the CIP 2020-2024 into English 4. Review the developed CIP to identify interventions that will be implemented at governorate level. 5. Consultative meetings with MOHP at central level 6. Design and conduct 3 workshops that will have participants from 27 governorates to include their inputs and agree on detailed activities to implement interventions. 7. Submit the final drafts of the implementation plans for 27 governorates including the following <ol style="list-style-type: none"> a. Key priorities b. Strategic directions c. Interventions (what) d. Approaches (how) e. Responsibilities (who) 3-Conduct Logistics Cycle assessment for MOHP using NHSCA approach This will done in 5 phases:

	<p>A. Design the training using the NHSCA B. Implement the training C. Supervise the data collection, D. Submit a report and a PP on the results E. Facilitate a meeting to present the results</p> <p>A – Design the training using NHSCA NHSCA is a tool designed to assess capability maturity and key performance indicators of a public health supply chain. The consultant will be required to do a targeted level supply chain assessment to provide insights on strengths and opportunities for improvement within a public health supply chain system that are then translated into actionable recommendations to improve maturity and performance of public health supply chain systems. The consultant will review all NHSCA materials (overview, implementation guidelines, Microsoft excel sheets) and prepare/translate those needed for the collection of data.</p> <p>B- Implement the training The consultant will implement one or two training workshops for data collectors selected from and with the MOHP and using the Capability Maturity Model (CMM) Diagnostic Tool)</p> <p>C. Supervise the data collection: The consultant will monitor data collection process and analyze information obtained D. Develop technical report and a PP on the result E. Facilitate a meeting to present the results</p>
Duration and working schedule:	In total: 8 months 1 March-15 December, 2020
Place where services are to be delivered:	The services will be delivered in Cairo, with possible workshops at governorate levels with MOHP stakeholders from different levels of supply chain system within the Ministry
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	All deliverables to be submitted in hard and soft copies: 1- CIP 2020-2024 translated in English : by 31 March 2020 2- 27 governorates plans: by 15 April 2020 A report that includes 27 action plans for 27 governorates with a timeframe, estimated and source of budget 3- Advocacy tool: By 15 May 2020. A presentation and a brief policy paper to be distributed during the event 4- Training on using NHSCA for MOHP: by end of September 2020 <ul style="list-style-type: none"> • Adapted/Translated NHSCA materials. • Training materials; Handouts, and Presentations. • Brief report on training workshop to build central level staff capacity on using NHSCA. 5- Conduct Logistics Cycle assessment for MOHP: by end of November 2020 <ul style="list-style-type: none"> • Workshop brief report. • Materials used during the training. • Technical report that summarizes the overall logistics cycle assessment as well as provides detailed narrative the report will provide explanation of the background, methodology, results and conclusions of the assessment, and serves as a primary source of required information on the findings. 6. Facilitate a meeting to present results
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<ol style="list-style-type: none"> 1. Meeting at the beginning of the consultancy to brief the consultant on the scope of the work as well as introduce him/her to the MOHP 2. Meeting to prepare for the drafts of: <ul style="list-style-type: none"> • The advocacy tool to be used for budgeting the implementation plan

	<ul style="list-style-type: none"> • 27 governorates plans • Training agenda on using NHSCA for MOHP • Logistics Cycle assessment report <p>3. Meeting to discuss the above documents</p>
Supervisory arrangements:	The consultant will work closely with the UNFPA RHCS Specialist
Expected travel:	Yes To facilitate two workshops for GOHs participate. The location will be determined later on by MOHP
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> • Post-graduate University Degree or equivalent in public health, health management, economics or relevant fields • Proven experience in developing Reproductive Health Commodity Security, CIP and policy brief; • Familiarity with the Egyptian medical, social, and health context and public sector institutions of relevance to RHCS. • Strong verbal and written communications skills in Arabic • Excellent computer skills (Word, Excel and PowerPoint).
Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:	<p>UNFPA will:</p> <ul style="list-style-type: none"> • Introduce the consultant to the MOHP and facilitate the meetings with stakeholders • Collect all relevant readings and resources and share them with the consultant
Other relevant information or special conditions, if any:	
Signature of Requesting Officer in Hiring Office: Abdulla Alkamel	
Date:	