

Term of Reference

Disaster Risk Reduction Consultancy – Framework Agreement Contract

3P Consortium

Country context

As the conflict protracts in Eastern Ukraine, it is vital to invest in the resilience of populations affected by the conflict and at risk of humanitarian disaster. With over 3 million people still in need of humanitarian aid, almost 300 civilian casualties in 2018, and the potential impact from a major and prolonged disruption to local infrastructures and systems during extreme weather events (esp. in winter) ranging in the millions, the risk of humanitarian disaster in conflict-affected areas remains high (UNOCHA, the Office of the High Commissioner of Human Rights, WASH cluster, ECHO).

Eight year into the armed conflict which has increased vulnerability to these hazards, the international humanitarian architecture should not be relied upon, alone, to implement a sustained response to disaster risks in Eastern Ukraine. To support the recovery and development of Donbas, UN, NGOs and donors need to work with and reinforce the capacity of local authorities (LAs) to manage disaster risk in conflict-affected areas, and gradually take on some of the responsibilities currently shouldered by the international community. Leveraging in-country and global capacity, and based on needs and gaps identified, ACTED and its partners initiated in May 2019 the 3P Consortium to improve understanding and management of, advocacy on, and preparedness to disaster risk in conflict-affected areas (incl. as pertains to extreme weather events compounded by utility outages; water supply; forced mass evacuation/displacement; and other cascading disasters).

DRR programme background

ACTED and its partners established a Disaster Risk Management (DRM) Programme implemented through a Consortium funded by both BHA and ECHO. Composed of ACTED, IMPACT Initiatives, Red Cross Movement actors (RC), and Right to Protection (R2P), the Consortium works in an integrated approach to a) identify and analyze disaster risks in conflict-affected areas; b) develop, with local authorities (LAs), local DRM plans in relation to these risks; c) work with communities to increase their knowledge, preparedness and capacity to engage with LAs on these risks; d) support the implementation of local plans and other DRM measures, including through targeted material investments; e) enhance the technical and material capacity of LAs to manage disaster risks in conflict-affected areas and of communities to cope with the impacts; and f) raise awareness at regional and at national level of DRM priorities (normative/material) among national authorities and donors.

The 3P Consortium “phase I” came to completion in the spring of 2021, and a second phase of intervention is currently being initiated, still under the leadership of ACTED. The financial contribution for this program is supported by DG ECHO, USAID BHA and DCFO.

Potential Scope of Work

The DRR technical expert will provide support to the ACTED DRR team / 3P Consortium for consultations regarding several key aspects identified and presented below in the document. He/she will provide technical inputs to the strategic approach for the 3P Consortium, local authorities planning designs, provide technical expertise regarding the Disaster Risk Reduction and Civil Protection sectors in Ukraine aiming:

- To participate and contribute in the elaboration of the 3P Consortium Strategy, by providing technical inputs related to Disaster Risk Reduction and Civil Protection, with a cross-sectoral approach when needed (Health, Water, Protection, Livelihood, Local Development and DRR mainstreaming),
- To support the Coordination & National engagement of the 3P Consortium with Disaster Risk Reduction stakeholders (via the DRR multistakeholder platform, Informal DRR Working Group, Decentralized DRR WG),
- To ensure the synergies of the intervention/activities between oblasts/raions/hromada DRM systems within the project's scope.

More specifically, the consultant can be requested to provide expertise in the following fields:

- **Facilitate the development of risks prioritization matrixes at hromada level, by development of an adapted and integrated methodology within the existing DRM system in Ukraine.**

Using existing background documents, developed during the DRR project's Phase I (IMPACT Area Based Risk Assessment (ABRAs), URCS Community Emergency Plans in the dedicated hromada, URCS hromada preparedness plan / Emergency plans), Governmental risk passport, the technical support would aim to propose a methodology to be replicated to ensure development of evidence based risks matrixes, which will then be handover to authorities for future usage, adaptation and integration into the local Civil Protection System. Consultation with project partners on the ongoing and planned activities to amend and integrate the matrixes within the on-going project activities.

- **Provide Technical expertise for the development of emergency/contingency/strategic DRR plans.**

Using the products, developed by the 3P (both during the phase I and planned for phase II), including the risk matrixes, to narrow down the risk mitigation and contingency planning priorities, the consultant will support ACTED DRR team in technical designs of the plans.

- **Support the review of existing emergency/contingency/strategic plans developed under the project phase I**

The 3P Consortium and ACTED are working on updating and appropriating the plans already developed under the "phase I", reflecting geographical changes/updating SOP's and ensure synergies in the existing and newly formed administrative settlements, as well as within the vertical synergies with the regional authorities and plans. Plans will require meetings and agreed views with the local authorities, in more depth as at some the DRR Strategy and Implementation plans will be developed with concrete actions.

- **Support the development of a Communication Awareness & Alert Communication Strategy for the use of the oblast.**

The expertise will have to ensure coherence of the existing awareness and alert communication systems existing in eastern Ukraine at different levels. The consultant will provide priorities for the development of this strategy for the oblast, along with the outlined plan of implementation of this strategy..

- **Support the development of the pilot DRR Emergency Preparedness strategy -Shashtia hromada.**

The Phase I of the DRR project provided the local authorities with number of planning documents that were then followed with response activity application. With the Phase II the 3P Consortium will test approach of supporting a development of a pilot DRR Emergency Preparedness Strategy. The pilot initiative in Shashtia Hromada will have to show case how the capacity building approaches done by the 3P Consortium partners at district and settlements levels are working in lieu to ensure an integrated approach.

- **Design training programs and provide “Training of Trainers” as needed, targeting SESU and governmental officials in eastern Ukraine.**

These trainings would aim to provide general information to Civil Servant regarding Disaster Risk Reduction concepts, strategies, and approaches, as well as risks and threats management and concepts. A case study of DRR application approaches in Eastern Ukraine could be leveraged and highlighted.

Tasks are not fully exhaustive in the current TOR, and some ad-hoc tasks can be added to the requested framework agreement, as long as remaining in the field of disaster management and disaster risk reduction, in the frame of the eastern Ukrainian context.

Timeframe and Workplan

The expected framework agreement consultancy will start on the 1st of July and will have a duration of one year, with a minimum working volume of 140 days over the year. Further information can be provided by contacting benoit.gerfault@acted.org, 3P Consortium Coordinator.

The consultant will provide its daily fee, which will be valid for the duration of the proposed framework agreement.

Duty station

Full-time remote support is possible when needed.

In case of COVID-19 related restrictions are lifted and ACTED internal policies allow for travel, the DRR expert consultant will be based in ACTED field office in Sloviansk with possible travels to locations if required. Up to three-days stay in ACTED capital office in Kyiv. The DRR expert consultant will be hosted by ACTED. Domestic travel arrangements while the consultant is in Ukraine will be organized and paid for by ACTED.

- All other costs – flights to/from Ukraine, consultants’ fees, food etc – should be included in the consultant’s offer.
- The consultant will be subject to ACTED’s security policy while in country.

- The consultant shall subscribe a professional civil liability insurance valid in Ukraine, a health insurance including COVID19 coverage, as well as a repatriation insurance.

Qualifications

- Post-graduate qualifications in disaster management or relevant area,
- Experience in providing technical expertise in the field of Disaster Risk Reduction and Disaster Risk Management,
- Strong knowledge and/or demonstrated experience in designing and providing technical expertise in insecure contexts is required,
- Significant training experience.
- Excellent communication skills,
- Fluency in English and Russian (written and spoken),
- Ability to work within the international and multicultural environments.

Application requirements

- Curriculum Vitae
- Cover letter – not exceeding 1 page
- Narrative proposal - not exceeding 2 pages.
- Financial Proposal including daily fees.
- 3 References in related field.