



Request for consultant Services

Consultant to develop emergency Response plan

Date: 17/July/2017

Positions: Consultant to develop emergency Response plan

Duration: 40 days with possible extension

Place: Garowe

Closing date: 15/Aug/2017

Organization Background

HADMA is governmental agency based in Puntland that is responsible to coordinate and manage all humanitarian activities and emergency responses at Puntland level. Its duties include Preparedness/mitigation/risk reduction/Resilience/ recovery and response with exit strategies. As well as forecast, predict and produce timely early warning and information to vulnerable communities and sending emergency appeals decision makers internally and internationally.

With the support of UNDP. HADMA would like to invite suitable qualified and experienced consultants /institutions and individual persons with capacity to undertake to develop disaster and emergency response plans. Interested applicants are invited to submit their applications and CVs with budget together with engagements undertaken.

The Objective of the assignment

Despite its history with disasters especially drought, Puntland does not have a Plan framework to guide planning, preparing for and responding to slow and rapid onset disasters. A preparedness and response Plan is needed to define the mechanism through which coordination, resourcing, institutional mandates, development mechanisms reduce human suffering within puntland

And without systematic, multi-sectoral and long term framework for planning, coordinating , implementing and resourcing disaster preparedness and response, the ability of capacities of individuals, communities and livelihood systems to cope with, adapt to and recover from shocks will be greatly undermined. It is against this background that Puntland government seeks to develop response Plan and disaster preparedness for Puntland Government such as (WASH, Food, Health, Shelter/NFIs, Education and Protection). The Plan will guide

preparedness, response and management of disasters in Puntland. The Plan will by process and product interact and draw the input of multi-sectoral stakeholders at all levels of government including linking with national government.

Methodology

To achieve the purpose on the development of the disaster response plan will entail:

- Secondary review of available literature done and presented in a simplified and easily accessible way. The purpose of engagement is forward looking focusing on how things will be done differently and what needs to change to enable.
- Informal and formal meetings and structured interviews tailored for specific individual stakeholders and teams
- Production, presentation and review of the draft Plan to key stakeholders especially humanitarian actors as well as the government.
- Refining the draft incorporating feedback and comments from stakeholders.
- Contract closure upon confirmation by HADMA that all requirements have been met by the consultant.

Expected outcome

- Develop response plan and guidelines based upon on the sectors of shelter, WASH, Food Security, Shelter, Education, protection and Health etc. These guidelines will be utilized by humanitarian actors, and other international and national NGOs/agencies involved in the implementation of the above mentioned clusters.
- Develop roles and responsibilities in relations to the preparedness and response plans (Who is doing what, when and where)
- Facilitate one workshop to share the draft with concern for feedback incorporate the feedback and submit the final report with relevant stakeholders involved in disaster management work (national and international NGOs, UN agencies and community representatives)

Duration

The duration of the consultancy period will be for forty days (40 days) beginning from the date of the agreement.

Qualifications and experience

The Consultancy team must be multidisciplinary as the scope of work is an opportunity to set the overall direction for the implementation and operationalization of Puntland Disaster Management through the formulation of a response plan. The consultant(s) must possess the following:

- At least a degree in Political Science or, Social Sciences or any other related discipline in Development studies.
- Demonstrate a good understanding of the Arid and Semi-Arid Areas (ASALs) with practical working experience in such environments.
- Experience of effective interaction with local and national institutions, government departments,
- Practical application of cross cutting themes like gender mainstreaming,
- Good spoken and written communication skills in English and Swahili.
- Proven experience of using participatory tools and methodology.
- Excellent analytical and report writing skills.

Requirement

1. Applications addressing the selection criteria including how the candidate matches the consultancy objectives as well as their interest for the position. It should also indicate the candidate's availability and consultancy rates.
2. An updated CV including relevant work experience and qualifications
3. Contact details of 3 references.
4. All applicants must meet the minimum requirements described above. Applications not including all of the above information will not be reviewed.

All applications should be sent to email address: hadmapunt@gmail.com or handed in sealed envelope to HADMA office H.Q Garoowe behind the stadium or former Ministry of Interior building. Only short listed candidates will be contacted.