



खानेपानी सरसफाइ तथा स्वच्छता प्रवर्द्धनका लागि प्रादेशिक श्रोत ब्यक्ति सम्बन्धमा सूचना

यस कोशी प्रदेशले खानेपानी सरसफाई तथा स्वच्छता प्रवर्द्धनका लागि क्षमता अभिवृद्धि गरि N-WASH application मा आधारित पालिकहरुको WASH योजना बनाउनका लागि सहजीकरण गर्ने उद्देश्य लिएको छ । यसै सन्दर्भमा, लक्षित पालिकहरुमा गएर सहजीकरण गर्न इच्छुक व्यक्तिहरुबाट आवेदन माग गरिएको छ। थप जानकारीका लागि संगलन कार्यविवरण (ToR) हेर्नुहोला । योग्यता पुगेका इच्छुक व्यक्तिहरुले कृपया आफ्नो उपयुक्तताको विवरण सहितको आवेदनपत्र, र व्यक्तिगत विवरण (CV) निम्न इमेलमा पठाउनुहोला । प्रथम चरणमा छनोट हुने सफल व्यक्तिहरुलाई सम्पर्क गरिनेछ ।

आवेदन पठाउने अन्तिम मिति : २०८२/८/१६

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२०८२/०८/२६
कृष्ण प्रसाद राजवंशी
महाशाखा प्रमुख

Terms of Reference (ToR)

Provincial Resource Person (PRP), Koshi Province

Background:

Nepal's transition to a federal system under the 2015 Constitution has brought a shift in the responsibilities for three tiers of governments. With the establishment of a federal government, seven provinces and 753 local levels, the need to carry out roles and responsibilities, update policies, and support improvements in the provision of key public services like water, sanitation, and hygiene (WASH), in line with constitutional authorities has become critical. Access to clean water and sanitation is highlighted as a fundamental human right as per the Constitution of Nepal.

The Government of Koshi Province has reflected WASH targets in their periodic plan and made provisions for WASH in their annual planning and budgeting. Under the leadership of the Ministry of Water Supply, Irrigation and Energy (MoWSIE), one area of priority for the province is supporting local governments (LGs) on capacities for WASH governance and improved service delivery. To this end, the Government of Koshi Province has endorsed a "Guideline for the Preparation of Local Level WASH Plan", which will support LGs in preparing evidence-based WASH Plans to guide their WASH service delivery.

With the support of the FCDO-UK funded WASH Systems for Health (WS4H) Project, implemented by SNV and Water Aid, MoWSIE is aiming to engage and develop Provincial Resource Persons (PRPs) in the medium-term (3-5 years), as technical consultants to guide the LGs and carry out capacity building for improved WASH governance and service delivery. The MoWSIE and Project will coordinate closely on the capacity building needs and processes with the Department of Water Supply and Sewerage Management (DWSSM) and the National Water Supply and Sanitation Research, Innovation, and Capacity Development Center (NWSSRICDC) under the federal Ministry of Water Supply.

Purpose of the Assignment:

The Provincial Resource Persons will contribute to the goal of the MoWSIE to support local governments in making progress on inclusive, resilient, and safely managed WASH service delivery. The PRPs will work as consultants on behalf of the provincial government for providing technical expertise and capacity building to local governments in the province on improved WASH governance, and where relevant, on capacities for implementation.

This will primarily focus on the development of data-driven WASH plans utilizing the National WASH Management Information System (N-WASH-MIS), integrating the strategic actions in annual planning and budgeting cycle of LGs, and linking the WASH plans with planning and financing mechanisms of provincial and federal offices. Where relevant, the PRPs may also provide technical support to LGs on strategic WASH interventions.

In coordination with MoWSIE, DWSSM and NWSSRICDC, the WS4H Project will organise master trainings for the PRPs and guide them on the specific processes and capacity building to be carried out with targeted local governments.

Scope of Work:

The PRP will participate in any necessary capacity building trainings organised by the MoWSIE and/or the Project. Based on agreed methodologies and processes, the PRP will carry out the following tasks:

Overall Capacity Building of Local Government Officials, Staff and Enumerators

- Orientation and/or training of LG staff and officials on NWASH-MIS data collection, WASH plan development, and/or implementation processes.
- Training of LG WASH Focal Points, IT Officers and any other relevant staff to update data, manage the NWASH-MIS dashboard and use data for informed decision-making.
- Training of enumerators on use of NWASH-MIS app and data collection and ensure data quality.
- Orientation and/or training of LG staff, officials, and community representatives on technical WASH themes.
- Mentoring of the WASH Focal Person, enumerators, and other relevant staff on sensitivity in processes for engaging women, men, elderly, person with disabilities and potentially marginalised groups during data collection, WASH plan development, and implementation processes.
- Support government representatives and officials to integrate the gender equality disability and social inclusion (GEDSI) and climate risk informed action points during capacity building, data analysis and WASH Plan preparation and implementation processes.

Data Collection, Validation, and MIS Management

- Train enumerators in data collection techniques and oversee the accuracy of data gathered.
- Provide support to review the data in NWASH-MIS, including data editing and additional data analysis as per required for the planning process.
- Support municipalities in the data validation process and the effective use of NWASH-MIS data for WASH planning.

Technical Assistance for Government Offices at Province

- Collaborate closely with concerned officials at MoWSIE and any other relevant government offices in Koshi Province, aiding in the integration of WASH data into provincial and federal planning and budgeting processes.
- Review local and provincial NWASH-MIS dashboards and provide suggestions to the provincial government for effective planning and necessary corrections in the annual plan.

WASH Plan Development and Implementation

- Analyse primary and secondary data as required for WASH Plan development.
- Support the prioritisation of investments for the WASH plan using NWASH-MIS data.

- Support the development of WASH plans that address WASH gaps and priorities and integrate financing strategies.
- Facilitate municipalities to integrate the LG WASH Plans in annual municipal planning and budgeting cycle.
- Provide technical guidance to municipalities in achieving ODF sustainability, transitioning from Open Defecation Free (ODF) to Total Sanitation, and moving towards safely managed WASH.

Coordination and Reporting

- Enable coordination between relevant government offices in the province, local government, service providers, and community leaders to ensure inclusive and sustainable WASH plans.
- Support coordination between MoWSIE, LGs, Project team, and other relevant stakeholders in the province for achieving provincial government and Project objectives.
- Prepare and submit regular progress reports detailing activities, challenges, and key milestones.

Key Deliverables:

- **Work Plans:** In regular intervals, under guidance of the Project's Provincial Advisor, develop a collaborative Work Plan with the provincial government, SNV team, and targeted LGs, outlining the activities, outputs, and timelines of the work to be carry out with local governments and other relevant stakeholders. The Work Plan must be approved by the Project's Provincial Advisor (and if relevant, representative from MoWSIE).
- **Activity Reports:** Develop reports summarizing activities carried out and outputs developed at both the provincial and local government levels based on templates provided by the MoWSIE and/or the Project.
- **Successful Rollout of Activities:** Complete activities as per the Work Plan with quality and in a timely manner.
- **Coordination and Liaison:** Conduct effective coordination with provincial, local governments, and project team, ensuring resource leveraging and collaborative planning processes.
- **Case and Success Stories:** Identify key successes and lesson learned related to WASH governance and progress on inclusive, resilient, and safely managed WASH and provide required information on these to MoWSIE and/or Project team in a timely manner.

The PRP will report directly to the MoWSIE in Koshi Province, with oversight from the SNV team. While the WS4H Project is supporting the Ministry, the PRP will also have a dual (technical) reporting line to the Provincial Advisor from SNV for approving work plans and activity reports. Additionally, PRPs receiving payments through the Project will report to the Provincial Advisor of SNV for administrative processes as per the contract.

Qualifications and Experience:

The MoWSIE is looking for candidates that are residing in the province and committed to providing the above services in a consultancy mode of working (i.e. assignments allocated as per plans and availability of budget by the Project and/or government agency) for 3-5 years.

The PRP shall possess the following qualifications:

Education

- Bachelor's degree in a discipline related to Public Health, Engineering, or WASH (if any other degree, the candidate will need to demonstrate a higher level of experience on the below criteria).

Experience

- Minimum 5 years professional experience.
- Minimum 3 years' experience working in the WASH sector in Nepal.
- Demonstrated expertise in engaging and coordinating with government stakeholders.
- Demonstrated expertise in conducting qualitative and/or quantitative assessments.
- Experience of working with digital databases, including the NWASH-MIS system, is desirable.

***Note:** The Project will organise basic training on the National WASH MIS system for the shortlisted candidates. Final selection will be based on their performance in the post-training assessment and their ability to deliver this training to local governments. The Project will continue to give training to PRPs as master trainers on relevant topics linked to their scope of work.*

Individuals selected as Provincial Resource Persons are required to fulfil all government requirements in line with applicable policies, including obtaining and maintaining PAN/VAT registration under their own responsibility.