

EE, P&C/DESIGN DIV.
জননী বন্দনা সিনা

TERMS OF REFERENCE (TOR)

For

Technical Assistance (TA) Firm for Behavioural Change Communication (BCC) Campaign, training (for Local Government Institutions - LGIs & Health Workers) and their capacity building.

Package No: RWSHP-SD- 03

**Rural Water, Sanitation and Hygiene for Human Capital Development Project
(RWSHCDDP)**

Supported by:

**The World Bank, Asian Infrastructure Investment
Bank (AIIB) & Government of Bangladesh (GOB)**

Implemented by: Department of Public Health Engineering (DPHE)

SECTION A: GENERAL INFORMATION

Introduction:

Bangladesh is one of the world's most populous countries with an estimated 165 million people in a geographical area of about 144,415 sq.km and per capita income of US\$1,670 (WB Atlas method) in 2018, well above the lower middle-income country category threshold which it crossed in FY14. During recent years, economic condition was much improved in the country with higher GDP growth rate. Bangladesh's performance against the Millennium Development Goals (MDG) goals was also impressive relative to the South Asia Region average for most of the indicators. Now, Bangladesh is committed to achieve SDG goal 6.1 and 6.2.

Access to WASH services in rural Bangladesh improved much over time, but significant challenges remain for the government to achieve the United Nations' Sustainable Development Goal (SDG) 6 on clean water and sanitation. According to JMP 2017, about 97 percent of the rural population had access at least to 'basic' water supply. 1 This achievement was largely due to the expansion of tube wells in rural areas, with close to 95 percent of rural people using them. 2 Meanwhile, the community led total sanitation (CLTS) approach enabled a vast majority of the rural population to end open defecation and use sanitation facilities. As a result, access to 'improved' sanitation increased dramatically from 26 percent to 48 percent in rural areas from 2000 to 2017. 3 Still, significant challenges remain in rural WASH to meet the SDG 6 service standards, which are recommended for maximizing human capital outcomes.

To meet the above challenges, DPHE undertakes a project entitled, Bangladesh Rural Water, Sanitation and Hygiene for Human Capital Development supported by the International Development Association (IDA) – a member of the World Bank Group and Asian Infrastructure Investment Bank (AIIB). The project will primarily contribute to Social Inclusion by targeting assistance to the most vulnerable in the rural area to better access 'safely-managed' WASH services, which would positively impact nutrition, health, and education outcomes. Second, the project will address some of the key constraints to the Growth and Competitiveness by strengthening the market delivery of WASH, mobilizing private capital to finance WASH services, and creating jobs. Third, the project is addressing the Climate and Environment Management through building climate resilient sanitation facilities and improving fecal sludge management, thereby reducing contamination of surface and ground water and mitigating public health impacts.

This project will contribute to preventing disease and protecting human health during infectious disease outbreaks, including the current COVID-19 pandemic, by increasing access to quality WASH services at households and in public spaces—including healthcare facilities—and enhancing their proper use, which are key to preventing the spread of germs and viruses.

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Behavioral change is also the focus of the project which will be implemented both by DPHE and PKSF. The objective of the BCC campaign is to change WASH behaviors and raise WASH awareness and willingness to pay for the improvement of safely managed WASH facilities. The Behavioral change communication will be implemented by blending demand creation and awareness raising activities through BCC/IEC materials, emphasizing health benefits through community health workers, MFI field staff and UP members. Different tools and techniques will be used, such as, health worker visits to households, target group sessions, and mother's group session and social media etc. This BCC campaign will also include the training of UP officials and health workers on the effective delivery of behavior change messaging at households, health centers, schools and communities.

The Specific Objectives of the Project are:

- Constructing improved twin pit latrine sets for the hardcore poor.
- Constructing piped water supply schemes in collaboration with communities and local government in selected villages in those areas which are mostly affected by arsenic and iron problem.
- Increased access and use of WASH services in community clinic and Public Places.
- Improved hygiene behavioral practices through Behavior Change Communication Campaign among the target population & hygiene promotion training for health worker.
- Hand washing station with running water in response to Covid-19.
- Strengthened capacity of the related government agencies and local government institutions (LGIs) to plan manage and monitor sustainable decentralized WASH services.

SECTION B: TECHNICAL INFORMATION

1. Objective of the TA consultancy

The general objective of the TA consultancy is to BCC campaign, organize the campaign for LGI representatives & Health Workers and capacity building of them. The specific objectives of consultancy service are as below:

Specific objectives:

- (i) To orient 48 Upazila WatSan Committee regarding SDG, project's components, and roles of the stakeholders.
- (ii) To develop the capacity of 529 Union Parishads (UPs) on SDG 6.1 and 6.2 and their responsibilities in project implementation.
- (iii) To develop capacity of around 2645 health workers and ISPP staff on BCC campaign focusing five issues (safely managed water, safely managed sanitation, hand washing including the promotion of hand washing stations, menstrual hygiene, and baby WASH).
- (iv) To assist 529 UPs for identification of the poorest households and make a list for each Union by the engagement of Union Parishad as per agreed criteria and methodology provided by the project to provide fully subsidized toilets.

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- (v) To assist UPs for organizing Ward level session with community people for hygiene promotion, monitor field performance of the BCC campaign and union level six-monthly coordination meeting among the stakeholders to review progress and prepare next plan.
- (vi) To support DPHE for selecting and providing orientation for the Local Entrepreneurs (LEs) to toilet construction for the poorest households.

2. Duration of the consultancy

The consultancy service duration will be for 34 (Thirty-Four) months from the date of contract effectiveness during 2022.

3. Scope of work of the consultancy service

The hired TA Firm will carry out the following activities under the guidance of PMU-DPHE and the World Bank.

3.1. Capacity building training

PMU-DPHE will provide all required BCC materials, orientation guideline, facilitation guideline and capacity building training manuals to conduct following courses. According to the developed and printed materials and manuals TA firm will conduct following capacity building courses at the selected areas of the project.

3.1.1. Conduct orientation courses on project brief for Upazila WatSan committee

TA Firm will organise and conduct day-long orientation courses on project briefing for the representatives of Upazila WatSan committee of 48 Upazilas under project area (in average 20 participants per event). Cost of venue at Upazila level, lunch & two snacks during orientation courses, travel for the participants (in and out cost) and relevant logistics need to be calculated for preparing the budget of orientation courses.

3.1.2. Conduct capacity building training for Union Parishad

Two half day capacity building training will be organized by the TA Firm for the Union Parishad at union level. Total 7935 participants of 529 unions will be participated in the training courses. Cost of lunch & snacks during training courses, travel for the participants (in and out cost) and relevant logistics need to be calculated for preparing the budget of training courses.

3.1.3. Conduct training for the Health Workers staff

Health workers of Community Clinics (CC) & Family Welfare center (FWC) and the field staff of ISPP project will be invited to participate in the day-long training course on BCC campaign at upazila level. This capacity building training will help health workers and ISPP staff to conduct BCC sessions with primary level target audiences. The TA Firm will prepare a timeline for organizing these capacity building training courses for around 2645 participants in consultation with Upazila DPHE and Upazila Health offices. Cost of training venue at upazila level, foods (lunch & two snacks) during training courses, relevant logistics and travel with in and out cost for the participants need to be calculated for preparing budget of the training courses.

3.1.4. Conduct orientation courses for the LEs

Qualified LEs (average 10 LEs per upazila) will be invited to participate in the day-long orientation course at upazila level. In consultation with DPHE upazila offices training timeline will be finalized by the TA Firm. Inhouse participatory and practical

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demonstration methods will be followed for these training courses. Cost of training venue at upazila level, foods (breakfast, lunch, & two snacks) during training courses, practical demonstration materials, relevant logistics and travel with in and out cost for the participants need to be calculated for preparing budget of these training courses.

Target number of all above training and orientation courses are given in Annexure -1

3.2. Support in field level implementation

3.2.1. Support UPs to identify the poorest people of the union

DPHE in coordination with Union Parishad will provide fully subsidized hygienic latrine to the poorest households (around 10 percent of all the households in the project area). UP is responsible to provide list of eligible poorest households as per set criteria given by the project. Hired TA Firm will assist UPs to prepare the list of poorest households according to the approved selection criteria and methodology.

3.2.2. Support DPHE to select LEs

TA Firm will support DPHE for selecting LEs to construct hygienic latrines for the poorest households and capacity building of them. The LEs will be identified through an openly advertised process or negotiation, using standard criteria as given by the project. Based on the application submitted by the interested LEs, TA Firm will visit their production center, meet with them and discuss using the set criteria. Only qualified LEs will be selected to receive capacity building training by the DPHE.

TA Firm will also provide follow-up support to the trained LEs at the construction places of the poorest households and assist LEs in GPS monitoring if needed.

LE selection criteria is given in Annexure -2

3.2.3. Assist UPs in the implementation of BCC campaign

TA Firm will support Union Parishad on following activities:

- a. **Conduct ward level BCC session with community people for hygiene promotion:** TA firm will support UP Ward Members (male and female both) to arrange session with community people specially for the male group towards improve WASH behavior by using audio-visual or printing materials with the support of health workers. In case of audio-visual materials an interactive discussion/community dialogue will organize after showing VIDEO document. Two sessions will be organized in each Ward by 2 years during BCC campaign. In average 70 community people will attend in a session.
- b. **Support Health workers to conduct BCC sessions with mothers:** After receiving training health workers and ISPP staff will conduct BCC sessions with mothers at CC, FWC, satellite clinic and CNCDC center. TA field Team will observe their session and provide necessary support as required.
- c. **Monitor field performance of the project:** UP will monitor the progress of behaviour change campaign along with other relevant activities of the project. TA firm will assist UPs to monitor BCC campaign activities as per agreed indicators.
- d. **Union level six-monthly coordination meeting:** TA firm will assist UP to organise six-monthly coordination meeting among the stakeholders of the project where they will review the progress and prepare next planning. Total four (04) coordination meeting will

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be organized by UP by 2 years during BCC campaign. In this meeting around 30 participants will attend which are: all UP members (15 person), health workers (4 person), ISPP staff (1) Tube-well Mechanics (1 person), MFI- Branch Managers (2/3 person), LEs (1 person), TA staff (2 person) & DPHE representatives will be attended.

4. Deliverables and work schedule

Sl. No.	Activities	Deliverables
1	Preparation in Inception period	Submission of inception report that include: <ul style="list-style-type: none"> ● Detail team mobilization ● Final detail action plan with timeline using Gantt Chart (Table of contents of inception report to be developed joint consultation)
2	Capacity building training	i. Timeline to organize orientation courses for the Upazila WatSan committee. ii. Conduct 48 batches orientation courses for the 960 representatives of Upazila WatSan committee members. iii. Timeline to organize orientation courses for the UP training iv. Conduct capacity building training for 7935 participants of 529 Union Parishads. v. Timeline to organize the training for health workers and ISPP staff. vi. Conduct 88 batches training for 2645 Health Workers and ISPP staff of 48 upazilas. vii. Timeline to organize orientation courses for LEs. viii. Conduct orientation courses for the around 480 LEs of 48 upazilas
3	Field support to the UPs and DPHE	i. 529 lists of identified poorest people of 529 unions. ii. 48 list of selected LEs of 48 upazilas iii. Conduct four (2) ward level sessions with community people for hygiene promotion where 70 community people will attend in a session. iv. Conduct four (04) union level six-monthly coordination meetings for two years v. Six-monthly report on BCC campaign of Union Parishad.
4	Reporting	i. TA Firm will prepare and submit quarterly progress including field monitoring reports to the PMU-DPHE. ii. At the end of the assignment TA Firm will submit a completion report. (Table of contents of all reports will be developed jointly by the TA Firm and DPHE-PMU)

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Work schedule and planning for deliverables is given Annexure -3

5. Reporting

The hired TA Firm will prepare and submit following reports to the DPHE-PMU

- Inception report
- Quarterly reports
- Completion report

Table of contents of all reports will be developed jointly by the TA Firm and DPHE-PMU. Local Upazila DPHE officials will monitor the activities. Upazila Assistant Engineer/ Sub Assistant Engineer will verify the Upazila wise activities as well as will send the certified activity report to the Project Director through proper channel.

6. Team composition, months inputs, qualification, and responsibilities

6.1. Team composition

At least 10 years proven experience in development of capacity building using participatory methods. Practical knowledge on capacity building of different stakeholders especially with local government, health workers and local entrepreneurs. Experience to work on water and sanitation especially in rural areas. Proven ability to maintain working linkage and coordination with government institutions, local administration, and WASH service providers.

The consulting team will comprise of total 105 (One Hundred Five) professional staff including 9 (Nine) key team members and 96 (Ninety-Six) Upazilla level Facilitators. Consulting team members are:

- Team Leader (TL)
- Capacity Building Specialist (CBS) (5)
- Technical Specialist
- Finance Specialist (FAS)
- Admin & Logistic Support Expert (ALSE)
- Upazila Facilitators (UF) (96; per upazila 02)

6.2. Inputs of the consultancy team members

TA Firm will arrange office space for the key consulting team members at Dhaka and Field Facilitators at District/Upazila level with sufficient logistic support. Report production, necessary office rent, equipment, furniture & Dhaka based Office rent cost for all staff will be reimbursable. After completion of the project all documents, soft copies and office equipment will be handed over to DPHE before final Payment.

Budget for the professionals to be calculated based on the month input, remuneration, all applicable Taxes and VAT as per law of Bangladesh, travel, accommodation, including daily allowance for food and communication as per RFP format of the World Bank.

Detail man-months of the consulting team is given in Annexure -4.

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6.3. Qualification, experience, and responsibility of consulting team

Sl. No.	Consultant	Man Month	Educational Qualification & Experience	Responsibilities
1	Team Leader (TL)	1 person for 34 months	<ul style="list-style-type: none"> ● Master's in social science in any discipline i.e Economics, Public administration, sociology, Social work or Social Welfare. ● Minimum 10 years' experience in the areas of social development ● Relevant experience on capacity building and IEC/BCC material development. ● Have WASH knowledge and working experience in rural areas. ● Have at least one contract as Team Leader in the development sector. ● Demonstrated capacity in reports writing in English. 	<ul style="list-style-type: none"> ● The Team Leader will be responsible for overall management of the assignment related with planning, team mobilization in implementation and report preparation. ● TL is responsible for all deliverables under the contract in a timely manner with acceptable standards. ● Guide consultants to develop BCC materials, training manuals and guidelines for the relevant stakeholder as per project requirement. ● Provide training and other support to UPs for the latter to implement the project successfully. ● Ensure adherence to the Environmental and Social framework. ● Ensure close cooperation with and assistance to the PD for effective and efficient implementation of the project. ● Liaise with DPHE at national and regional levels, and with other government and non-governmental stakeholders as required for the successful delivery of the project. ● Prepare and transmit monthly, quarterly, and annual reports, periodic financial management reports ● Carry out all other tasks and activities needed for successful project implementation.
2	Capacity Building Specialist (CBS)	2 person for 32 months And 3 person for 24 months	<ul style="list-style-type: none"> ▪ Master's degree in public administration, management, or other relevant social science ▪ Minimum 7 years of professional experience on capacity building, at least 5 years of which are required to be specifically work on WASH sector at rural. ▪ Experience in field level implementation, coordination & 	<ul style="list-style-type: none"> ▪ Develop capacity building schedule, timeline for orientation and training for Upazila WatSan committee, Union Parishad, Health workers and local entrepreneurs as per project requirement. ▪ Organise and conduct capacity building training and orientation for LGIs at upazial & union level, health workers and local entrepreneurs. ▪ Support field team to facilitate UP level meeting, word level community sessions, BCC sessions with mother's groups at health centers. ▪ Monitor field level activities implemented by the Upazila facilitators. ▪ Assist TL to organise meeting, prepare and circulate meeting notes and follow up actions to be taken. ▪ Assist field team in digital monitoring system

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Sl. No.	Consultant	Man Month	Educational Qualification & Experience	Responsibilities
			campaign would be added value.	<p>and collect progress data from the field and develop progress report of the project.</p> <ul style="list-style-type: none"> Undertake field visits as required to conduct training or other activities in the field. Assist and play a role in the production of reports, such as quarterly and annual reports, training reports as required of PMU.
3	Technical Specialist (TS)	1 person 24 months	Graduate degree in health/public health/nutrition having at Minimum 7 years of professional experience, at least 5 years in the hygiene promotion, WASH awareness and BCC campaign in rural.	<ul style="list-style-type: none"> To develop capacity of health workers, LGIs on hygiene promotion and BCC campaign. Assist field staffs to provide support health workers for organizing BCC sessions with mothers' group at health centers. Assist field staffs to provide support UPs for organising awareness raising session with community people. Guide field staffs to provide support UPs for organizing six-monthly coordination meeting with stakeholders and support them to review progress and prepare their planning. Assist UPs to monitor progress. Undertake field visits as required to conduct assessments, training or other activities in the field. Assist and play a role in the production of reports, such as quarterly and annual reports, training manuals and reports arising out of its activities as required by PMU.
4	Finance Specialist (FS)	1 person for 34 months	<ul style="list-style-type: none"> Masters in Accounting/Finance with minimum 5 years of experience audit & accountancy. 	<ul style="list-style-type: none"> Prepare budget development for all types of training & campaign. Conduct all types of fund disbursement in a proper way. Undertake field visits as required to conduct assessments, training or other activities in the field.
5	Admin & Logistic Support Expert (ALSE)	1 person for 34 months	<ul style="list-style-type: none"> Batchelor degree management or in social science or in any relevant technical field. At least 5years experience in working as administrative officer. Have experience in field work and provide logistic support to organise events at local level. 	<ul style="list-style-type: none"> Facilitate the office administration, staff management, procurement and logistic support for smooth program implementation. Ensure all physical facilities for organising training/workshop /meeting at central and local level in close coordination with other specialists. Ensure safe storing of office documents, files, materials, stationeries, publications, reports etc in coordination with FAS.

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Sl. No.	Consultant	Man Month	Educational Qualification & Experience	Responsibilities
6	Upazila Facilitator (UF)	96 person for 32 months	<ul style="list-style-type: none"> ▪ Bachelor's degree in social science or equivalent degree. ▪ 5 years' experience in development activities preferable Water & Sanitation Programme. ▪ Must have skill in program planning, training program organising and coordination. ▪ Have experience in facilitation and community mobilization. 	<ul style="list-style-type: none"> ▪ Worked with DPHE. LGIs at upazila and union level. ▪ Organise Upazila and union orientation and training courses for LGIs, health workers and LEs. ▪ Assist UPs to identify poorest people as per project guideline and consultation with community people. ▪ Assist health workers for organizing and conducting BCC sessions on five issues at triggered communities. ▪ Conduct different type of project performance related meeting. ▪ Assist UPs to conduct community session at ward level. ▪ Perform other relevant duties as required for the project as well as the organization. ▪ Develop monthly work plans for Hygiene Promotion and Community Engagement using.

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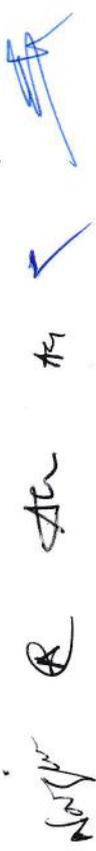


Annexure 1: Working area, target number of orientation and capacity building training courses

Sl. No.	Division	District	Upazila	Nos. of Union	Orientation courses for Upazila WASH committee (per upazila 20 personnel)		Orientation courses for UP Chairman, Members & secretary (15 participants per batch)		Orientation courses for LEs (per upazila 10 LEs)		Training courses for health workers of CC (3 per union), FWC (1 per union) & ISPP (1) staff		Ward level sessions (02 sessions per ward during 2 years & 70 participants per session)		Nos. of union level six-monthly coordination meetings (4 meeting per meeting per UP)
					Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	
1			Akhaura	5	1	20	5	75	1	10	1	25	90	6300	20
2			Bancharampur	14	1	20	14	210	1	10	2	70	252	17640	56
3		Brahmanbaria	Nabinagar	21	1	20	21	315	1	10	3	105	378	26460	84
4			Brahmanbaria Sadar	11	1	20	11	165	1	10	2	55	198	13860	44
5			Chandpur Sadar	14	1	20	14	210	1	10	2	70	252	17640	56
6			Haimchar	6	1	20	6	90	1	10	1	30	108	7560	24
7			Matlab Dakshin	6	1	20	6	90	1	10	1	30	108	7560	24
8		Chandpur	Matlab Uttar	14	1	20	14	210	1	10	2	70	252	17640	56
9			Faridganj	16	1	20	16	240	1	10	3	80	288	20160	64
10			Kachua	12	1	20	12	180	1	10	2	60	216	15120	48
11			Hajigonj	12	1	20	12	180	1	10	2	60	216	15120	48
12			Shahrasti	10	1	20	10	150	1	10	2	50	180	12600	40
13			Boalkhali	10	1	20	10	150	1	10	2	50	180	12600	40
14			Mirersarai	16	1	20	16	240	1	10	3	80	288	20160	64
15			Patiya	22	1	20	22	330	1	10	3	110	396	27720	88
16		Chattoogram	Sandwip	16	1	20	16	240	1	10	3	80	288	20160	64
17			Chandanaish	11	1	20	11	165	1	10	2	55	198	13860	44
18			Sitakunda	10	1	20	10	150	1	10	2	50	180	12600	40
19			Bashkhali	15	1	20	15	225	1	10	3	75	270	18900	60

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Sl. No.	Division	District	Upazila	Nos. of Union	Orientation courses for Upazila WASH committee (per upazila 20 personnel)		Orientation courses for UP Chairman, Members & secretary (15 participants per batch)		Orientation courses for LEs (per upazila 10 LEs)		Training courses for health workers of CC (3 per union), FWC (1 per union) & ISPP (1) staff		Ward level sessions (02 sessions per ward during 2 years & 70 participants per session)		Nos. of union level six-monthly coordination meetings (4 meeting per meeting UP)
					Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	
20			Sadarsouth	10	1	20	10	150	1	10	2	50	180	12600	40
21			Daudkandi	15	1	20	15	225	1	10	2	75	270	18900	60
22			Titas	9	1	20	9	135	1	10	2	45	162	11340	36
23			Homna	9	1	20	9	135	1	10	2	45	162	11340	36
24			Laksam	7	1	20	7	105	1	10	1	35	126	8820	28
25			Monoharganj	11	1	20	11	165	1	10	2	55	198	13860	44
26			Lalmai	8	1	20	8	120	1	10	1	40	144	10080	32
27			Nagolkot	13	1	20	13	195	1	10	2	65	234	16380	52
28			Feni Sadar	12	1	20	12	180	1	10	2	60	216	15120	48
29			Chagalnaiga	5	1	20	5	75	1	10	1	25	90	6300	20
30			Dagonbhuya	8	1	20	8	120	1	10	1	40	144	10080	32
31			Laksmipur Sadar	17	1	20	17	255	1	10	2	85	306	21420	68
32			Raipur	13	1	20	13	195	1	10	2	65	234	16380	52
33			Ramganj	10	1	20	10	150	1	10	2	50	180	12600	40
34			Companyganj	8	1	20	8	120	1	10	1	40	144	10080	32
35			Subarnachar	8	1	20	8	120	1	10	1	40	144	10080	32
36			Kabirhat	7	1	20	7	105	1	10	1	35	126	8820	28
Total:				411	36	720	411	6165	36	360	68	2055	7398	517860	1644
Chattogram															
37	Sylhet	Sylhet	Golapganj	11	1	20	11	165	1	10	2	55	198	13860	44
38	Sylhet	Sylhet	Zakiganj	9	1	20	9	135	1	10	2	45	162	11340	36



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Sl. No.	Division	District	Upazila	Nos. of Union	Orientation courses for Upazila WASH committee (per upazila 20 personnel)		Orientation courses for UP Chairman, Members & secretary (15 participants per batch)		Orientation courses for LEs (per upazila 10 LEs)		Training courses for health workers of CC (3 per union), FWC (1 per union) & ISPP (1) staff		Ward level sessions (02 sessions per ward during 2 years & 70 participants per session)		Nos. of union level six-monthly coordination meetings (4 meeting per meeting per UP)
					Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	Batch nos.	Partici pants	
39			Kanaighat	9	1	20	9	135	1	10	2	45	162	11340	36
40			Madhabpur	11	1	20	11	165	1	10	2	55	198	13860	44
41		Habiganj	Chunarughat	10	1	20	10	150	1	10	2	50	180	12600	40
42			Baniachog	15	1	20	15	225	1	10	2	75	270	18900	60
43			Southsunamganj	8	1	20	8	120	1	10	1	40	144	10080	32
44			Dharmapasha	10	1	20	10	150	1	10	2	50	180	12600	40
45		Sunamganj	Tahirpur	7	1	20	7	105	1	10	1	35	126	8820	28
46			Jagannathpur	8	1	20	8	120	1	10	1	40	144	10080	32
47			Moulvibazar	12	1	20	12	180	1	10	2	60	216	15120	48
48		Moulvibazar	Sadar	8	1	20	8	120	1	10	1	40	144	10080	32
			Rajnagar	8	1	20	8	120	1	10	1	40	144	10080	32
Total: Sylhet				118	12	240	118	1770	12	120	20	590	2124	148680	472
Grand Total				529	48	960	529	7935	48	480	88	2645	9522	666,540	2,116

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Annexure 2: Local Entrepreneurs selection criteria

The District DPHE office will advertise in the local newspaper to select LEs based on following criteria:

- Entrepreneurs must have a license, signboard and shop including a production centre.
- Entrepreneurs who have received training on the World Bank sanitation module from any organization will be prioritised.
- Entrepreneurs must have at least three years' experience on latrine construction and sanitation business.
- Sanitation business must be the primary source of livelihood for the entrepreneurs.
- Entrepreneurs must be interested to produce sanitation facilities as per the project design and provide a doorstep service to the project target group.
- Entrepreneur's must have an android phone for using the mobile app to upload pictures with latitude and longitude.

According to response of the advertisement from interested LEs, the TA firm in consultation with the upazila DPHE office will prepare a proposed list of local entrepreneurs to engage in the latrine construction for the poorest households of the project areas. The executive engineer of the respective district will finalise the selection of LEs. The TA firm of DPHE will arrange orientation for the selected LEs on the project designed latrines construction including procedures and quality.

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Payment Schedule:

Description Summary	Payment	Proportion of total amount	Time
Upon submission and acceptance of the inception report which will include a detail action plan and team mobilization	1	5%	1st month
After completion of Deliverable-2.2: Conduct 48 orientation courses for the for the representatives Upazila WATSAN committee members Deliverable-2.4: Conduct capacity building two half days training for 260 Union Parishad	2	15%	6 th month
After completion of Deliverable-2.4: Conduct capacity building two half days training for 289 Union Parishad Deliverable-3.1: List of poorest people Deliverable-3.2: Identify the LEs Deliverable-2.6: Conduct 48 orientation courses for the LEs.	3	15%	12 th month
After completion of Deliverable-2.8: Conduct 88 batches training for the Health Workers Deliverable-3.3: Conduct 2381 Ward level BCC sessions with community people for hygiene promotion Deliverable-3.5: Conduct union level 529 six-monthly coordination meetings	4	15%	18 th month
After completion of Deliverable3.3: Organised and conduct 2381 Ward level BCC sessions with community people for hygiene promotion Deliverable-3.4: Conduct union level 529 six-monthly coordination meetings	5	15%	24 th month
After completion of Deliverable-3.3: Organised and conduct 2381 Ward level BCC sessions with community people for hygiene promotion Deliverable-3.4: Conduct union level 529 six-monthly coordination meetings	6	15%	30 th month
After completion of Deliverable-3.3: Organised and conduct 2381 Ward level BCC sessions with community people for hygiene promotion Deliverable-3.4: Conduct union level 529 six-monthly coordination meetings	7	15%	34 th month
Deliverable-4: After submission and acceptance of project completion report		5%	34 th month
		100%	

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Nazim Tasmin
30/12/2021
(Nazia Tasmin)

Executive Engineer, Training Division
Department of Public Health Engineering, Dhaka
&
Member Secretary, ToR Approval Committee, DPHE

Dalila
30.12.2021
(Dalila Afroze)

Executive Engineer, Design Division
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Member, ToR Approval Committee, DPHE

Atmbar
30.12.21

(A. H. M. Khalequr Rahman)
Executive Engineer, R&D Division
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&
Member, ToR Approval Committee, DPHE

Humayun
30/12/21

(Mohammed Anwar Eusuf)
Superintending Engineer, Planning Circle
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Md. Saifur Rahman
30/12/2021

(Md. Saifur Rahman)
Superintending Engineer, Ground Water Circle
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&
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Md. Sarwar Hossain
30/12/21

(Md. Sarwar Hossain)
Addl. Chief Engineer (Works)
Department of Public Health Engineering, Dhaka
&
Convener, ToR Approval Committee, DPHE

CE, DPHE

Proposed TOR may be approved.

Md. Saifur Rahman
22/02/2022
মোহাম্মদ রওশন আলম
নির্বাহী প্রকৌশলী (সংস্থাপন)
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর
বাংলাদেশ সরকার, ঢাকা।

Approved.

Md. Saifur Rahman
20/11/2022
মোঃ সাইফুর রহমান
প্রধান প্রকৌশলী
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর
বাংলাদেশ সরকার, ঢাকা।