

# Tentative Terms of Reference (ToR) for Training Organization (Local NGO)

## 1. Project Background:

By the end of the last century, Bangladesh achieved 97% water supply coverage using tube well technology based on the ground water source, which was the highest in South East Asian region. But in early nineties identification of arsenic particularly in shallow ground water overshadowed the commendable success especially in rural water supply.

Arsenic in tube well water was first identified in 1993 in Chapai Nawabganj. After that prevalence of arsenic in drinking water has been identified in 61 out of 64 districts of the country (except hill tracts). This is one of the major causes which drops the coverage of safe water supply from 97% to 74%.

Various program have been undertaken to mitigate the arsenic contamination in Bangladesh. Despite various efforts, it is anticipated that a considerable number of people are still exposed to high arsenic in drinking water. Presently the water supply coverage is 87% after adjusted for Arsenic contamination. (JMP Report 2015).

This proposed project is based on Situation Analysis of Arsenic Mitigation 2009, Multiple Indicator Cluster Survey (MISC) 2012-13 and past experience of another DPHE project. The main target of this project is to provide safe water to the arsenic affected population in upazilas having union(s) more than 60% arsenic contaminated areas as identified by the assessment and to identify the present situation if arsenic contamination of 70 percentage areas of Bangladesh.

Finally, 1290 union under 31 districts from the study area of Situation Analysis selected as proposed project intervention areas. The proposed project considered to serve 75 people per water point. Around 192945 no's of different water supply technologies (Safe Water Device- SWD) will be allocated dependent on the requirement of the area.

Arsenic prone area in the country will be covered under the screening program of the proposed project. On the basis of the existing data and records available, it was suggested by DPHE experts to consider around 70% areas of the country (UNION/Pouroshovas) for screening. The screening program will be planned in six months throughout the project period to have the clear picture of arsenic concentration throughout the country.

## 2. Objective of the project:

- \* To assess the present situation of arsenic contamination in water supply.
- \* To provide arsenic safe water to project area.
- \* To ensure use of safe water by increasing knowledge and capacity of LGIs in water user groups.

### 3. Objective of the Assignment:

#### 3.1 Overall Objective:

Overall objective of the assignment is to train and enhance the capacity of the field workers and stakeholders on "Arsenic Screening activity by the field test kit and make the stakeholders familiar with the project activity to mark the Tube well by painting with the colour, finally proper monitoring the activity and prepare the report to send the concerned authority."

#### 3.2 Specific Objectives:

The specific objective of the assignment comprises with the following:

- To provide hands on training on "Arsenic Test" to Arsenic Testers (1 mechanic, 6 testers & 1 UP representative from each Union) in 161 unions.
- Prepare relevant Training Manuals/Documents/Guidelines as and when required.
- Ensure the quality, monitoring and reporting of the arsenic screening activity.

### 4. Scope of Assignment:

In order to meet the above objectives of the assignment, the scope of work will include the followings but not limited to:

- Receive training from Project office regarding arsenic screening and social mobilization at union level.
- Prepare pragmatic and achievable training plan and submit to Project Director Office.
- Preparation of required training plan and submit to Project Director Office.
- Develop Training Manuals/Documents/Guidelines for the required training and oriented program and printing of required training Manuals/Modules for Field Testers following the guidance receive from Project office. The Manuals/Modules will be basically based on Arsenic testing using kit, awareness raising in the community to consume arsenic and bacteriological safe water and enrich the community knowledge about arsenic, its toxicity, its effects on human body and preventive measures also.
- Assist in recruitment of field testers for arsenic testing involving the Union Parishad and DPHE Executive Engineer.
- Provide training on Arsenic testing for Tubewell Mechanics of DPHE and Field Testers/Workers (06/union) & Union Parishad representative [ Each batch will be formed with 32 participants (8 persons from each of the 4 unions)]
- Provide honorarium and Training Materials (Carrying Bag, Pen, Pencil, Notepad etc.) to Field Tester (06/union) for receiving 1 days screening training.
- Conduct proper monitoring of the Arsenic screening activity performed by the trainees and submit the monitoring plan.



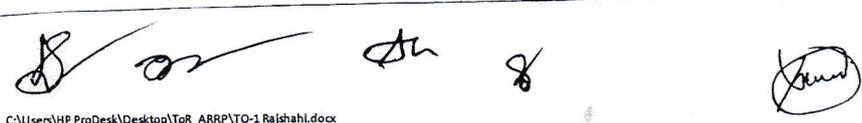
**6. Duration of the service:**

Duration of the service may be 3 months from the date of contract signing or completion of the arsenic screening monitoring activity with training, whichever later.

**7. Minimum Requirement and Qualification is required of Key personnel:**

The following requirement and qualification is required of key personnel.

Sl. No	Position	Number of Person	Person Month (approx)	Qualification	Experience
1	Senior Training Consultant (Engineering)/Team leader(TL)	1	3	Masters or equivalent in any disciplinary including ( Civil Engineering / Water Resource Engineering / or any branch of Science/ Engineering	20 years' total experience including 15 years' working experience policy formulation/support, institutional development, capacity/ management development. Working experience as a trainer for arsenic screening will be preferred. Maximum age limit 60 years.
2	Junior Training Consultant (For Field Training- Science Background)	4	12	Masters in Environmental Science/ Relevant Subject or any branch of Science/ Engineering	05 years' experience in capacity/ management development. Working experience as a trainer for arsenic screening will be preferred. Maximum age limit 40 years.
3	Junior Training Consultant (For Field Training- Social aspect Background)	4	12	Masters in Social Science/ Relevant Subject or any branch of Social Management/ Science.	05 years' experience in capacity/ management development. Working experience as a trainer for arsenic screening will be preferred. Maximum age limit 40 years.



Note-1: For Junior Training Consultant (For Field Training- Social aspect background) female staff will be preferred.

Note-2: Depend upon availability 01 DPHE personnel may be appointed as resource person (if available)

8. Deliverables (Time period - 3 months)

Deliverables	Time Schedule
Inception report and Work Plan (An inception report including detailed work plan. The inception report should include the methodology and process of carrying out the above mention tasks.)	Within 8 days of signing the contract
Develop the training Manual/ Guideline for the tester and awareness program. Preparation and printing of Training Manual/ Module.	Within 15 days from the date of the signing the contract.
Training report- 1	After completion of training of 53 unions.
Training report- 2	After completion of training of 53 unions.
Training report- 3	After completion of training of 55 unions.
Develop the screening program.	Within 15 days from signing the contract.
Prepare a monitoring plan	Within 8 days of signing the contract.
Report on monitoring of the arsenic screening activity.	Every month from the second month until end of the assignment.
Draft monitoring completion report.	At the end of 82 days from signing the contract.
Final monitoring completion report.	At the end of 90 days from signing the contract.

9. Reporting Authorities:

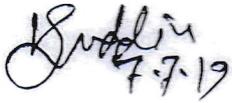
Project Director will be the reporting authorities through local Executive Engineer. All reports documents/guidelines must be submitted in eight (8) hard copies (book bindings) and one softcopy in CD (Word, Excel, PDF, and Power Point as appropriate).

10. Language:

All reports including annexure and supporting documents shall be submitted in English.

**Schedule of Payment:**

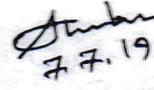
Deliverables	Payment
Acceptance of Inception Report.	10% of contract value.
Acceptance of training Manual/Guideline.	20% of contract value.
Acceptance of Training Report 1	10% of contract value.
Acceptance of Training Report 2	10% of contract value.
Acceptance of Training Report 3	10% of contract value.
Acceptance of follow up report on arsenic screening activity at the end of 1 <sup>st</sup> month.	10% of contract value.
Acceptance of follow up report on arsenic screening activity at the end of 2 <sup>nd</sup> month.	10% of contract value.
Draft completion report.	10% of contract value.
Final completion report.	10% of contract value.

  
7.7.19

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7.7.19

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7.7.19

এ.এইচ.এম খালেদুর রহমান  
নির্বাহী প্রকৌশলী  
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর  
পূর্ববঙ্গ ও উন্নয়ন বিভাগ  
ঢাকা।

  
7/7/19

মীর আব্দুস সাহিদ  
তত্ত্বাবধায়ক প্রকৌশলী  
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর  
নিকতানা সার্কেল, ঢাকা

  
(বিশ্বজিত চন্দ্র দে)  
প্রকল্প পরিচালক

পানি সরবরাহে আর্সেনিক ঝুঁকি নিরসন প্রকল্প  
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর, ঢাকা।

  
7/7/19

মোঃ সাইফুর রহমান  
অতিরিক্ত প্রধান প্রকৌশলী (পূর্ত)  
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর  
কাকরাইল, ঢাকা-১০০০।

**Approved**

  
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