

Government of the People's Republic of Bangladesh
Ministry of Local Government, Rural Development and Cooperatives
Local Government Division

Improvement of Urban Public Health Preventive Services Project
(World Bank financed Urban Health, Nutrition and Population Project, IDA cr.
7402-BD)

Terms of Reference (ToR)
for
Public Health Specialist (National)

1.0 Background

The Government of the People's Republic of Bangladesh ("GoB") has received a credit from the International Development Association ("IDA") for implementation of the "Urban Health, Nutrition and Population Project", implemented by the Ministry of Health and Family Welfare ("MoHFW") and the Ministry of Local Government, Rural Development & Cooperatives ("MOLGRD&C"). The Project has two components – the Second Component is being implemented by the Local Government Division ("LGD") under the Project Name – "**Improvement of Urban Public Health Preventive Services Project (UPHPSP)**". The main goal of the Project (Component 2) is to develop systems and capacities of LGD, City Corporations and Municipalities (i.e., called "Pourashava") for delivering public health preventive services such as vector (mosquito) control, outhouse medical waste management, mitigating air and sound pollution and climate change effects on public health, behavior change communication to promote healthy lifestyles and creating awareness as well as community-driven interventions for addressing non-communicable diseases ("NCD"). The geographical areas of the project are Dhaka North City Corporation ("DNCC"), Dhaka South City Corporation ("DSCC"), Chattogram City Corporation ("CCC"), Savar Municipal Corporation ("SMC") and Tarabo Municipal Corporation ("TMC") areas.

The Improvement of Urban Public Health Preventive Services Project ("UPHPSP") (i.e., Component 2) will support delivery of environmental health and preventive services primarily in the above mentioned locations through: (a) development and implementation of a comprehensive strategy for integrated vector surveillance and management, including capacity building and institutional strengthening of local bodies; (b) support for behavior change communication and outreach interventions in the citizens of the urban areas, including for air and noise pollution effects among the stakeholders; (c) tree planting for climate change; (d) revision and/or development and implementation of strategy, arrangements, practices, guidelines, policies, and standards for outhouse medical waste management ("MWM"); and (e) support for day-to-day administration, management, monitoring, and coordination of the project, including financial management, procurement, monitoring and evaluation ("M&E"), citizen engagement, and environmental and social ("E&S") management.

LGD is the lead implementing agency of the Project (Component 2). The LGD is establishing a Project Management Unit ("PMU") headed by a Project Director. He will be assisted by one Deputy Project Director ("DPD"), other Project staff and outsourced staff including a team of twelve (12) individual consultants. The PMU will be responsible for core project management functions and the coordination of Project activities. The team of consultants will assist the PMU and report to the Project Director.

The LGD intends to apply a part of the proceeds of this credit to hire a Public Health Specialist for the project as an individual national consultant.

2.0 Objective of the Assignment

The main objective of this consultancy assignment is to assist the PMU in building awareness among the population about public health issues and promoting healthy lifestyle for disease prevention.

3.0 Scope of Services

The Public Health Specialist will closely work with the PMU staff, consultants, outsourced staff, and stakeholders to help implement the project successfully together. The Specialist will review the Development Project Proforma (“DPP”), the Financing Agreement, the Project Appraisal Document and other Project documents to better understand his/her duties, roles, responsibilities and scope of services under the Project. The overall scope of work of the Specialist include, but are not limited to, the following tasks.

Task 1: The Public Health Specialist will undertake to perform the services with the highest standards of professional and ethical competence and integrity and try his/her best efforts to achieve the desired goal and objectives of the project.

Task 2: The Public Health Specialist will work in close coordination with the Institute of Epidemiology and Disease Control Research (EDCR) of the Directorate General of Health Services to conduct disease surveillance by collecting, analyzing and interpreting health data, identify trends, patterns and outbreaks of diseases relating to environmental hazards, non-communicable diseases and vector-borne diseases in the project areas. The Public Health Specialist will work with the BCC specialist to use the data should be used for generating messages for BCC and awareness raising campaigns to be implemented in the project areas.

Task 3: The Public Health Specialist with the help of other specialists/experts will develop various strategies and techniques to deliver health messages using mass media, social media, community outreach and school-based interventions and collaborate with health care providers, NGOs and private organizations.

Task 4: The Public Health Specialist with the help of other specialists/experts will provide necessary inputs to the procurement documents for goods, works, and services from the public health perspective and monitor the activities/outputs during execution of these contracts.

Task 5: The Public Health Specialist will focus on environmental health (air and sound pollution, medical waste, and climate change effects) of urban population, promote healthy lifestyles by creating awareness and displaying mitigation measures, push community-driven interventions for addressing non-communicable diseases (NCDs) and advocate preventive measures against vector-borne diseases, and infectious diseases from hazardous medical waste.

Task 6: The Public Health Specialist will promote awareness about health by conducting workshops, presenting lectures in workshops/seminars organized by other institutions and creating promotional materials for publications and publicity.

Task 7: The Public Health Specialist along with other specialists/experts will provide training on project activities including other related areas to various stakeholders including staff of City Corporations, Municipalities and project staff.

Task 8: The Public Health Specialist will assist the PMU in preparing reports, documents, factsheets or similar instruments for discussion and decision in the Project Implementation Committee (PIC) and the Project Steering Committee (PSC) meetings and the World Bank Supervision Mission meetings. The Specialist will contribute to preparing regular progress reports on project implementation to be submitted to the World Bank.

Task 9: The Public Health Specialist will contribute to the preparation of the project completion report (“PCR”) from his/her respective areas.

Task 10: The Public Health Specialist will carry out any other task relating to the Project, City Corporations and Municipalities (as cited in the Project) as and when required or assigned by the PMU.

4.0 Reporting and Deliverables

The Public Health Specialist will prepare and submit the following reports/documents on a one time and/or recurrent basis to the Project Director and the PMU for his/her duties and responsibilities.

- (a) Inception report within one (1) month of the effectiveness of his/her contract.
- (b) Reports and/or Documents as mentioned in Paragraph 3.0 as and when required.
- (c) Any other reports relating to public health issues.

5.0 Duration of the Assignment

The duration of the assignment for the Public Health Specialist will be [48] calendar months. The Project duration is estimated up to 30 June 2028. The duration of the assignment may be increased or decreased depending upon the performance of the Public Health Specialist, the needs and budget allocated for the Project and the duration of the Project. The PMU will carry out performance assessments of the incumbent on an annual basis. The satisfactory performance of the Public Health Specialist will ensure the continuation of the contract.

6.0 Academic Qualifications and Experiences

The Public Health Specialist must have at least Master’s Degree in Public Health, or MBBS. The Public Health Specialist should have at least fifteen (15) years of general work experience, of which ten (10) years in the role of public health management in national/international organizations. The incumbent having scientific publications in the peer reviewed national/ international journal will be given preference. The incumbent should have practical experience in public health management in urban context. The incumbent should have high level of proficiency in written and spoken Bangla and English, report writing, analytical skills and computer literacy. The incumbent should have experience of working in a team environment.

7.0 Institutional Arrangement

The Public Health Specialist will carry out his/her responsibilities and duties under the general supervision and guidance of the Project Director and work in close collaboration with other officials/consultants of the Project. He/she will report to the Project Director. The duty station will be at the PMU established in Dhaka city.

8.0 Facilities and Services to be provided by the PMU

The PMU will provide the necessary office space, office equipment and furniture, stationery, data, information, documents in connection with the Project and other logistics. The PMU will provide transportation facilities for field trips, as needed.

9.0 Selection Method

The Public Health Specialist will be selected following the Selection of Individual Consultants as set forth in accordance with the World Bank Procurement Regulations for IPF Borrowers, Fourth Edition, November 2020 (the “Procurement Regulations”), the Public Procurement Act, 2006 and the Public Procurement Rules, 2008 (together the “National Procurement Laws”).