**TERM OF REFERRENCE FOR INTERNATIONAL INDIVIDUAL CONSULTANT**

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| **TERM OF REFERRENCE** | |
| Hiring office: | UNFPA Timor-Leste |
| Purpose of consultancy: | Technical Assistance:   * To Analyse and writing report on Mid-Term Review of EmONC Improvement Plan of Action. |
| Background and Scope of Work:  (Description of services, activities or outputs) | Timor-Leste is committed to the health of its women and Children since Independence. The Government and its Development Partners is committed to collaborate and improved the situation since 2008.  Regarding maternal health, the country has made substantial progress on MDG 5, but the maternal mortality ratio is still one of the highest (if not the highest) in the Asia Pacific region. Maternal Mortality Ratio (MMR) estimation ranges from 215 to 570 deaths per 100,000 live births since 2015. Among young women aged 15 to 19, the maternal mortality ratio is 1,037 per 100,000 live births.3 The UN estimates that the lifetime risk of maternal death in Timor-Leste is 1 in 82, almost four times greater than the lifetime risk of maternal death in Indonesia.  The trends in maternal mortality reduction during the MDG period 1990-2015 are clear and encouraging. To the extent that surveys and estimates can be trusted in the absence of a complete study of maternal death in the country, the good achievements of the Millennium Development Goal 5 (MDG5) is reduction of maternal mortality from its target, however, it should not lead to a decrease of our efforts to address maternal and newborn mortality, which remain unacceptably high. The existing strategies have now been enriched with the integration of a Plan of Action to improve Emergency Obstetric and Newborn Care (EmONC) 2016-2019.  A complete assessment of the current EmONC situation was undertaken in 2015 to review progress and identify gaps and needs. In order to address these gaps and needs, an EmONC Improvement Plan of Action (IPA) is developed and implemented since 2016 in the whole country. The Goal of the EmONC IPA 2016-2019 is to further save lives of mothers and newborns affected by complications of pregnancy, delivery and postpartum, and contribute to the reduction of Maternal and Newborn Mortality and Morbidity.  After 3 years implementation of EmONC IPA, there is a need to review the progress, success and challenges of implementation. The review will cover all activities planned in EmONC IPA including establishment of a National Committee chaired by an Obstetrician to develop Standard of Care and Clinical Protocols for Intra partum and Immediate Postpartum Care, development of EmONC training packages, training of selected staff midwives and medical doctors from identified health facilities to upgrade as BEmONC center in EmONC Improvement Plan of Action, provision of save live equipment and essential medicines in BEmONC center and many others.  The review will focus on the 42 health facilities of CEmONC and BEmONC centers (6 Hospitals, 8 CSI’s, and 28 CHC’s) using EmONC AMDD 9 modules of questionnaires. The review also will focus on activities achieved by MoH on the 7 outputs in EmONC Improvement Plan of Action (IPA). The analytical report with further actions is needed to better improve EmONC services. |
| Duration and Working Schedule: | **Tasks and schedules:**   1. Review all documents in current situation on EmONC Improvement Plan of Action prior to visit Timor-Leste **3 days** (documents will be shared by RH program) consultant home-based work. 2. Stakeholder meeting with key people in MoH, training institutions, RH consultant, and field visit to one of BEmONC and CEmONC centers **6 days in Timor-Leste** 3. Discuss with RH team review EmONC assessment questionnaires and make necessary corrections, revision, updated and handed over to RH team in order to translate to local language before commence of data collection period and discuss with RH team on the design of the data collection period, questionnaires, and other means related to the survey **1 day** **in Timor-Leste** 4. Assist local trainer in providing orientation for data collectors and provide technical inputs if required, **3 days** **in Timor-Leste** 5. The consultant needs **2 days** to travel back and forth to Timor-Leste. 6. Analyze all the data collected using 9 modules AMDD questionnaires utilize during data collection, **2 days** consultant home-based working. 7. Analyze activities from 7 outputs set out in EmONC Improvement Plan of Action (IPA) document and review the implementation plan within the last 3 years, started from 2016 **2** **days** consultant work from country of residence**.** 8. Analyze success and challenges faced by governments (MoH), UN Agencies, NGOs and development partners towards implementation plan of EmONC IPA **1 days** consultant work from country of residence. 9. Writing report with recommendations and improvement plan of for the next 2 years, **10 days** consultant work from country of residence. |
| Place where services are to be delivered: | Tasks will be carried out in combination places Dili and consultant home of residence.   1. Task No. 1: to be carried out in country of residence of the consultant 2. Tasks no. 2-5: to be carried out in Timor-Leste 3. Task No. 6-9: to be carried out in country of residence of the consultant   **Total duration of working is 30 days between October-November 2019.** |
| Delivery date and how work will be delivered (e.g. electronic, hard copy etc.): | |  |  | | --- | --- | | **Deliverables** | **Timeline** | | 1. Conduct desk review | 3 days-home-based | | 1. Country field visit, updated questionnaires, set up the data collection period, assisted local trainer in providing orientation for data collector. | 10 days-Timor-Leste | | 1. Submit drafted analyzed report | 7 days home-based | | 1. Submit Final EmONC Mid Term Review Report | 10 days home-based | |
| Monitoring and progress control, including reporting requirements, periodicity format and deadline: | Consultants will have Skype call and regular email communications with the UNFPA Rep, UNFPA Assistant Rep. and RH program Analyst, prior to the commencement of the activity and during the period in which the drafting of the EmONC Mid Term Review is carried out. |
| Supervisory arrangements: | UNFPA Timor Leste’s Rep. will provide overall technical guidance under this agreement and facilitate partnerships for meeting/communication with MoH and agencies. Overall quality assurance and guidance will be provided by the Country Representative and the APRO Regional Technical Adviser for Reproductive Health. Plan of Action will be subjected to a peer review (APRO RH advisor) for quality assurance and will be finalized based on the comments received from the review. Regular contact through emails, what’s app and Skype call with UNFPA Assistant Rep. and RH Analyst to monitor the progress of the work and to share necessary information. |
| Expected travel: | The consultant is expected to travel to Timor-Leste for a period of **10 days,** 2 days travel back and forth to conduct assessment on implementation of EmONC Improvement Plan of Action, review the questionnaires, assisting local trainer providing orientation to data collectors, discussing the data collection period. |
| Required expertise qualifications and competencies, including language requirements: | * Master or higher level plus 5 years of relevant experience and or Bachelor plus 7 years of relevant experience. * Expertise on Emergency Obstetric and Newborn Care assessment and improvement plan, especially in assisting other country office or other related RH assessment. * Expertise on analyzing data and report writing on EmONC assessment or other related RH program * Proven track record in analyzing and report writing on EmONC and other related work on Reproductive health. * Demonstrated self-management skills (i.e. motivation, dealing with pressure, adaptability) * Should be able work in a team * Excellent knowledge in English   **Language:**  Proficiency in spoken and written English is required |
| Inputs/ services to be provided by UNFPA or implementing partner (e.g. support services, office space, and equipment), if applicable: | UNFPA will provide a work station to the consultants during the visit to the country and will provide transport facilities for field visit. |
| Other relevant information or special conditions, if any: | UNFPA country office will make travel arrangements for the consultants to travel to Dili and districts in Timor-Leste |
| How to apply: | Interested candidates should submit a cover letter, recent Curriculum Vitae (CV) and P11 form electronically, clearly mentioning the post applied to [jossoares@unfpa.org](mailto:jossoares@unfpa.org) the deadline for application is 25 September 2019 at 12.0pm. |
| Signature of Requesting Officer in Hiring Office:  Date: | |