

***TERMS OF REFERENCE FOR DESKTOP REVIEW OF RELEVANT ONE HEALTH
POLICY DOCUMENTS AND PUBLICATIONS***

Proposal prepared by ONE HEALTH CENTRAL AND EASTERN AFRICA

1) BACKGROUND AND UNDERSTANDING

Over the past two decades, the risk of transmission of infections from wildlife to human beings and livestock has increased. This is as a result of the spread in transboundary animal diseases which have caused the resurgence and emergence of zoonotic diseases, which continue to pose a threat to human health. The emergence of COVID-19 in December 2019 in China serves to illustrate this purpose. With the COVID-19, the world witnessed the third occurrence of a highly pathogenic coronavirus into the human population in the 21st century. It is worth noting that controlling the emergence of new diseases in animals and human beings, requires a shift from the traditional responses.

The implementation of multidisciplinary One Health approach has been identified as an urgent need, to address complex health challenges at the human-animal-environment interface. Unfortunately, it is reported that One Health policies are yet to be implemented in various parts of the world, and especially at identified hotspots of infectious diseases.

Subsequently, the assessment of existing systems, in a bid to determine how they are structured, resourced and managed, would be important in identifying existing complementarities that can be synergized and harnessed to reduce the effect of zoonotic and food-borne disease burdens, in a One Health manner. This requires evidence for effective strategic policy development.

OHCEA is therefore hiring a team of consultants (three postgraduate students), who are expected to undertake a desktop review of relevant One Health Policies and Publications in Kenya. OHCEA will use the prioritized One Health Policy needs to engage the government on development of comprehensive strategic One Health Policy in Kenya.

2) MAIN TASKS AND/OR RESPONSIBILITIES

Where possible, this review will include amongst others, the following elements that can support the achievement of a policy goal: context, input, intervention, mechanisms and outputs. The desktop review will highlight the need to revise existing policies and or other instruments in order to facilitate their implementation in a more efficient and effective manner using a One Health approach. It will build on the review of the One Health Policy documents undertaken by the World Bank in 2019. The consultants will assume these responsibilities:

- 1.** Conduct a desktop review on relevant Policies and Publications, with a focus on cross sectoral One Health themes.
- 2.** Consolidate prioritized one health policy gaps and findings from stakeholders into a final report that addresses technical, multi-sectoral institutional and organizational One Health needs across the government.
- 3.** Present the report during the validation meeting with the relevant government institutions

4. Co-facilitate a stakeholder online or face to face meeting and present the Policy and Publications report to the stakeholders -- National One Health Platform. During the stakeholders meeting the consultants will facilitate group discussions to identify and prioritize cross-cutting policy and publication needs.

3) KEY DELIVERABLES

The key-deliverables will include:

- I. A synthesis report on the identified One Health Policy and Publications gaps.
- II. A policy planning workshop/meeting report that includes prioritized One Health Policy and Publications recommendations for implementation.
- III. A compiled report on sector-specific, cross-sectoral and institutional One Health Policy and Publications priorities.

4) TIMELINE

The study is expected to be conducted in 40 working days for completion of all tasks in the assignment, including the draft and final report. The policy documents and publications review exercise will be carried out in three phases:

1. Document review process

A team of consultants (three postgraduate students) will be hired to conduct a document and desktop review of relevant One Health Policies and Publications. This review will build on the review of One Health Policy documents conducted by the World Bank in 2019 in addition to highlighting the need to revise existing policies and or other instruments in order to facilitate their implementation in a more efficient and effective manner using a One Health approach. A synthesized report that includes an overview of the current policy and publications framework and the existing gaps relative to One Health, will be compiled and presented during the policy presentation meeting/workshop.

2. Policy presentation workshop/meeting

During the policy planning workshop, the consultants will share the synthesis report that includes an overview of the current Policy and Publications and observed One Health gaps, with the members of the National One Health Platform. The report will be used for planning Policy interventions across relevant sectors. The identified gaps will be used for improving systems operations for preventing, detecting and responding to zoonotic and other infectious diseases threats. During the workshop/meeting, participants will identify One Health Policy and Publication priorities based on the results and propose recommendations for implementation for each sector. The report will be used during the validation process by senior level government officials.

3. Report validation

The consultants will compile sector-specific, cross-sectoral and institutional One Health Policy and Publications priorities developed during the policy presentation workshop and present them during the validation meeting. The validation meeting will either be conducted online or face to face in presence of government institutions and institutions of higher of learning.

5) STRUCTURE OF THE FINAL REPORT

Final project report. The final report will follow the draft format below and will be no more than 50 pages in length excluding annexes;

- o Title page
- o Table of contents
- o Executive summary
- o Acronyms
- o Background and program description
- o Purpose of study
- o Literature review with clear situational/contextual analysis
- o Methodology
- o Findings, conclusions and recommendations organized around the study questions. The recommendations for implementation will also be based on each result area.
- o References
- o Annexes: TOR, list of meetings and interviews, questionnaires used, and any other relevant documents.
- o A PowerPoint presentation with key findings and recommendations from the baseline report
- o Developed reporting template
- o Three hard copies of the final report in English and soft copies.

6) APPLICATION REQUIRED

All expressions of interest should include:

- § Experience of the person (including testimonials and a copy of a report of similar work)
- § A capability statement: individual's experience relevant to the assignment, curriculum vitae, appropriate references and relevant testimonials Please state your availability for the assignment.
- § Cover letter (maximum one page): A short letter addressing the baseline criteria
- § Technical Proposal (maximum eight pages) highlighting: brief explanation about the Consultant/s with particular emphasis on previous experience in this kind of work; profile of the Consultant/s to be involved in undertaking the policy documents and publications review;

understanding of the TOR, the task to be accomplished as well as draft baseline framework and plan

§ Financial Proposal: The financial proposal should provide cost estimates for services rendered including daily consultancy fees excluding: accommodation and living costs; transport cost, stationeries, and supplies needed for data collection; costs related to persons that will take part from partners and government officers during baseline process, etc. The financial proposal should also provide cost estimates for services rendered including daily consultancy fees related to the consultant and/or associate consultant who will take part in assignment. Data collection and data processing costs are included in the account of the Consultants. The Consultants should use own computers.

7) CONSULTANT QUALIFICATION REQUIREMENTS

- Post-graduate student in agriculture, animal health, community development, social sciences, development studies, environmental sciences, health sciences or any other relevant field with at least 5 years' experience in research and/or health related policy and institutional development work
- Experience in working with the Ministry of Agriculture, Livestock and Fisheries and Ministry of Health, Key international agricultural organizations and National Environment Management Authority (NEMA).
- Proven experience in conducting research.
- Strong English language writing skills. Writing samples will be required.

8) PAYMENTS MODALITIES

20% upon signature of the contract

30% of the total amount will be paid upon submission and approval of the methodology

20% of the total amount will be paid upon submission of the draft report

30% of the total amount will be paid upon submission and approval of the final report

Please note that the contents of the report will be analyzed and final payment will only be made upon agreement on the final Baseline Survey Report from the Program Team

9) SUBMISSION OF PROPOSALS

Proposals can be sent to the address below or e-mailed so as to reach the undersigned by **5th June 2020** to:

Mr. Sam Wanjohi and
OHCEA Kenya
P.O. Box 29053 00625, Nairobi
Email : swanjohi@afrohun.org

The Dean
Faculty of Veterinary Medicine
P.O. Box 29053 00625, Nairobi
Email : dean_vet@uonbi.ac.ke

And Cc dnmuta@ohcea.org

10) Evaluation and Award of Consultancy

OHCEA Kenya will evaluate the proposals and award the assignment based on technical and financial feasibility. OHCEA Kenya reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest, the highest or any bidder. Only the successful applicant will be contacted. OHCEA Kenya does not charge any fees from applicants for any recruitment. Further, OHCEA Kenya has not retained any agent in connection with this recruitment. OHCEA Kenya is an equal opportunities employer and recognizes the needs of women and the disabled