



TERMS OF REFERENCE

OXFAM Urban Water Treatment and Improved Sanitation and Hygiene Practices Project Baseline Survey

Location:	Juba County, Central Equatoria State, South Sudan
Duration:	14 days including weekends-Starting 16 th – 29 th May 2016
Competency Required:	Water, Sanitation and Hygiene Experts
Reports to:	Programmes Manager – Urban Programme

Background

Oxfam GB has been operational in the Republic of South Sudan for over 30 years implementing a combination of Water, Sanitation and Hygiene (WASH) and Food Security and livelihoods/Emergency Food Security and Vulnerable Livelihoods projects whose main objective is to save lives in response to humanitarian crisis. Oxfam implements development programmes in relatively stable locations across South Sudan. Under the development programmes livelihoods interventions have so far focused on the delivery of animal health services, agricultural training and extension, seeds and tools distribution, livestock restocking for women-headed households, honey production and marketing, vegetable production, ox-plough promotion through distribution to female headed households, micro-enterprise development and organisational capacity building for both the government and civil society structures. Public Health projects primarily focus on rapid rehabilitation of community water supplies as a cost-effective means of increasing access to safe water where appropriate, and construction of new water points as required, hygiene promotion which targeted all community members, with a particular focus on school sanitation and hygiene education, as well as promotion of hygiene at the household level.

Oxfam GB has a strong approach of working with and through partner organisations and uses this model in all levels of her interventions.

Oxfam GB is implementing an Urban WASH (Safe Water and Improved Sanitation) project in Juba. This project seeks to make safe drinking water affordable and accessible to poor urban households in the long term, by; constructing water facilities, providing people with a source of clean, affordable drinking water, supporting families to earn an income whilst meeting

their communities' water and sanitation needs, and enabling people to maintain water quality and prevent the spread of diseases.

Oxfam GB therefore intends to contract services of a consultant to undertake a baseline survey for the mentioned project.

Purpose and Scope of the Baseline Survey

The overall purpose of the baseline survey is to set out benchmarks important for the implementation, monitoring, evaluation of the project.

The others purpose:

- Establishing baseline against agreed indicators for project
- Establish baseline against agreed gender specific indicators for project
- Establish the priority areas of the project for planning purposes
- Inform decision makers on the impact of the project on men women, boys and girls
- Forms the basis of post evaluation of the project and
- Fulfil donor requirements

Scope of work

Areas of study for the baseline Survey will include, but will not be limited to:

1. Basic geographic and demographic information of project locations (income and expenses, type of livelihood strategies, infrastructure, services etc.)
2. Identification of existing sanitation practices and existing sanitation systems (pit latrines, VIP latrines, etc.) and what is preferred sanitation system (VIP latrine, pit latrine, public latrine, cat method etc). Existing water supply points/systems, existing health and hygiene practices, existing knowledge about good hygiene practices and attitude towards existing knowledge and indicators, with special reference to differences in access to WASH facilities, acceptable norms for personal hygiene practices for women, men, boys and girls. The focus shall be on data which will later be relevant for understanding existing practices, knowledge and attitude and differences in these for women, men and children, and assessing the impact of the project on improving incomes of households, water, hygiene and sanitation promotion.
3. Baseline information shall preferably be collected according to different aspects of water supply, hygiene practices, excreta disposal practices for men and women (CLTS and others), environmental sanitation and food hygiene. The consultants shall indicate in their technical proposal participatory tools or combinations of tools they intend to use to collect the baseline information while taking into consideration the need to ensure validity of the information collected.

4. Visit beneficiary villages within the payams, local markets, schools and compile existing sanitation, health and hygiene activities, their scope and context, particularly current school and community hygiene promotion activities being implemented, including urban water supply and sanitation infrastructure improvements.
5. Compile and submit inception report for the baseline assessment
6. Compile the findings, analysis and planning and submit the baseline report with clear aims and objectives (preferably in form of a log frame) of the subsequent water, health, sanitation and hygiene programme.
7. Recommend promotional materials on water supply, sanitation, health and hygiene systems which are suitable for local communities and schools.
8. Identify existing / recommend sanitation and hygiene education and awareness materials for various media as appropriate for use in the villages.
9. Recommend appropriate community education and awareness programme in schools and communities utilizing the traditional communicators (local theatre groups).
10. Identify number of schools, health units with Ecology and Sanitation and twin chamber compost latrines.
11. Identification of key actors who can play key role .i.e., existing groups for hygiene promotion (women group, religious group etc). How to make sanitation activities as a livelihood activity (public latrine, waste disposal with youth groups etc).
12. Identifying context specific cultural and infrastructure issues that would have an impact on protection and gender issues related to access to water, sanitation, market, livelihood etc.
13. Market assessment in terms of ;
 - analysing the existing market inputs in relation to hygiene and sanitation and public water supply value chain
 - operating issues particular to the market
 - Success factors critical to ensuring economic viability of the water supply project activities
 - how to enable market to cater for basic needs of communities .i.e., local production of soap, linkages of community and market, access to menstrual hygiene products,

Working together with the Project and the Programme Manager, the consultant will undertake the baseline survey and present the findings to wider stakeholders in Juba County including the Ministry of Gender, Child and Social Welfare, and Humanitarian affairs, the state ministry of Social Development and Directorate of Water, Sanitation and Hygiene in Ministry of Physical Infrastructure at both national and State level for validation. The consultancy period will be divided into a preparatory phase, data collection, debriefing, validation of findings and documentation. During the preparatory phase, the consultant is

expected to do thorough review of relevant documents to form the quality of the technical proposal for submission to this call.

Baseline Methodology

The methodology will be developed in detail by the consultants and it will be discussed with Programme Manager, Project Officers, Monitoring, Evaluation, Accountability and Learning Officer. The key elements to be incorporated in this process shall involve a mix of fieldwork, data collection and desk reviews to enhance its quality and ownership. Sample size will be agreed with program / MEAL staff of OXFAM and consultant prior to study. The sample size will include women, girls, boys, men and an attempt will be made to include persons with disability, the aged and where possible PLWHIVAIDS

In summary, the methodology involves;

- Secondary data review. Examine available secondary documentation
- Field visits to project sites and collection of primary information (quantitative and qualitative) including detailed discussions with a sample of target beneficiaries - process should be participatory to the extent possible (tools to be developed by consultant)
- Presentation and validation of draft findings with stakeholders
- Writing of a final detailed report and submission for feedback
- Incorporation of feedback in the draft report and submission of the final report

Expected Outputs

1. Final methodology and tools developed
2. Established strategic planning framework
3. Identify and evaluate options
4. Action plan developed
5. Draft report written
6. Debrief with programme and management staff
7. Validation of the baseline survey findings
8. Submission of final report

Timeframe

The baseline survey is expected to be completed within 14 days as set out below (Below details can be changed but time frame for study should not exceed to 14 days).

Preparation and submission of inception report	2
In country meetings	1
Training of Enumerators	1
Data collection/field work and analysis	7
Presentation of key findings, feedback on the draft evaluation report, revision	1
Final Report submitted to Oxfam	2
Total	14

Fees, Cost Estimate and Terms of Payment

Payments will be made in two instalments, 30% upon signing of consultancy contract and 70% after submission and approval of final baseline report.

Consultant (s) Expertise

1. Advanced degree in Rural Development, Water Engineering, Public Health, Hydrology or Economics, Social Science
2. Knowledge of gender and gender mainstreaming a requirement
3. Previous experience of baseline studies,
4. Familiarity with WASH programming in development contexts (Prior work in South Sudan will be added value)
5. Familiarity with International quality and accountability standards
6. Experience in the use of participatory methodologies and developing gender sensitive strategies
7. Excellent written and spoken communications skills in English
8. Knowledge of South Sudan Juba Arabic Language will be a strong advantage
9. Proven experience in conflict focused programming

Applications

Interested consultant(s) should send their technical and financial expressions of interest including the following documentation to Oxfam GB by the deadline of 9th May 2016. Applications will be reviewed as they come.

- Cover letter
- A short letter on why you would like to undertake this consultancy on behalf of Oxfam (maximum 2 pages)
- CV(s) of consultant (s)
- At least two examples of previous baseline surveys undertaken with report
- Reference
- Detail work plan

Applications should be sent to jubarequisition@oxfam.org.uk and copying FModong@oxfam.org.uk.