

## TERMS OF REFERENCE (TOR) FOR ESTABLISHMENT AND DISPLAY OF CLEAR FUNCTIONAL MULTI SECTOR /AGENCY REFERRAL PATH WAY IN MAGWI.

### 1. Introduction

The Lutheran World Federation (LWF) is an international non- profit organization involved in the integration of returnees and receiving communities in Magwi County. It implements programs in Education, WASH, food security and livelihoods, protection and social cohesion, community based psychosocial support and cross cutting issues including COVID-19 response. LWF works supports and empowers existing community structures in Magwi County as a developmental intervention strategy.

Due to increase in number of returnees and emerging border protection concerns across the border points of Pajok, Nimule and Lobone as reported by the returnees during LWF's regular project activities engagement couples with the high movement of the returnees, Receiving community and the refugee along the border points with Northern Uganda and Magwi County, LWF South Sudan with Support from UNOP intends to hire a protection expert to design and display a clear functional multisectoral/agency referral pathway in Magwi to guide and direct returnees on access to available service points in Magwi County.

The terms of reference shall be guided by the following sub sections;

### 2. Objective

Establish and strengthen referral pathways (South Sudan).

#### The specific tasks of the consultancy are;

- Conduct a comprehensive partner and service mapping meeting for comprehensive information on available service and service providers for the multispectral/agency referral pathway in the 3 border points of Pajok, Nimule and Lobone.
- Share the service/ agency mapped Report that contains a narrative description of the pathway
- The Consultant will be tasked with designing and Printing of such information for display as agreed by LWF South Sudan
- After completion of design work, he/she will Weld/fabricate the Referral Bill board ready for display.
- Displaying 3 multipurpose referral pathway bill board at the border entry points of Nimule, Pajok and Lobone clearly capturing available service, responsible person, agency, company or individual with clear access time and point
- The referral Bill board should be designed in two (2) commonly spoken languages in the area in addition to English E.g (Acoli, Arabic English for Lobone and Pajok while Madi, Arabic, English for Nimule )As much as possible, the referral Bill board should have pictorial illustrations of the message/ services so that people who cannot read may understand the information.

The Consultant is expected to work in close consultation and guidance from protection and social cohesion Officer, Area coordinator and Protection Advisor.

### 3. Scope of work

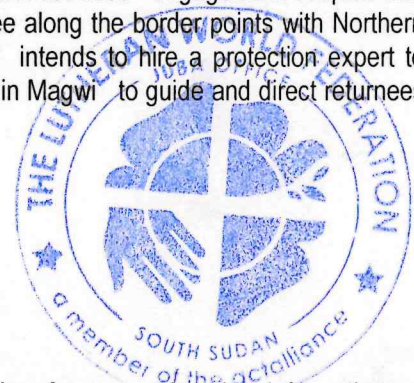
- The scope of work shall entail partner/service mapping, proto type design, designing the referral path way, printing, fabrication and fixing of the board within one month in the three identified locations.
- The Referral board should be printed on metallic plate and stand measuring

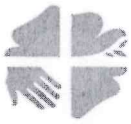
#### Proposed methodology: -

The methodology will be both primary and secondary data collected through conducting meetings with both service providers at the border points, in Magwi County and the community members at the border. This would help to develop comprehensive information for returnees on the available services in South Sudan and Magwi County in particular.

### 4. Consultancy period

The consultancy work will run for a period of 1 month and shall be conducted with support from Magwi LWF protection and social cohesion officer with an oversight supervisory role from LWF area coordinator Eastern Equatoria State.





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### 5. LWF shall provide for:

- Guidance throughout all phases of execution.
- Approval of all deliverables including final sign offs for the purpose of making payments.
- Carry out liaison and coordination with the relevant government bodies including office of Gender Child and Social welfare in Magwi County

### 6. The protection expert will be responsible for;

- The protection expert will conduct a Mapping meeting for comprehensive information for the multisectoral/agency referral pathway in the 3 border points of Pajok, Nimule and Lobone.
- The expert is tasked with Printing of such information after designing for display as agreed by LWF South Sudan
- The expert is as well will Design the information on the board with guidance from both protection and social cohesion and area coordinator.
- After completion of design work, he/she will Weld the board ready for display.
- Displaying 3 multipurpose referral pathway board at the border entry points of Nimule, Pajok and Lobone

### 7. The consultancy Process

The consultancy will be carried out in conformity with the principles, standards and practices of LWF and in line with South Sudan ministry of Gender child and social welfare.

### 8. Consultancy Report

The protection expert will prepare a draft and then final consultancy reports in standard reporting format with a clear structure and table of contents.

### 9. Deliverables

At the end of the consultancy work, the protection expert is expected to deliver the following

- Mapping meeting minute/ Report
- A chart showing photo type of the display for approval
- Printing of the designed information on board
- Welding and displaying 3 multipurpose referral pathway board at the border entry points of Nimule, Pajok and Lobone to guide and direct returnees to available service points in South Sudan

### 10. Final Document

Within one week of receiving LWF comments on the draft, the protection expert shall submit final document ready for designing, printing and displaying of these 3 multipurpose referral pathways.

### 11. Terms of payment

The payment schedules shall be described in the contract which shall be based on the output of the work and not on the duration that it might take.

### 12. Child safeguarding.

LWF is a child safeguarding organization. The training institution is therefore expected to live to the expectations of LWF child safeguarding policy which shall be availed upon signing of the contract.

### 13. SUBMISSION OF APPLICATION DOCUMENTS.

The required documents should be sent by email to [consultancy.southsudan@lutheranworld.org](mailto:consultancy.southsudan@lutheranworld.org) and with the words "Consultancy for establishment and display of clear functional multi sector inter Agency referral path way in Magwi", as the title of the mail.

*LWF reserves the right to reject any application(s) without disclosing the reasons.*

**The deadline for application submission is 15/3/2023**

Further questions and/or clarification can be directed to LWF through [dima.godfrey@lutheranworld.org](mailto:dima.godfrey@lutheranworld.org) by 7/3/2023 at 4:00PM and consolidated report

