



JEEViKA

Bihar Rural Livelihood Promotion Society

Terms of Reference

Job Title:	Individual Consultant – Acute Encephalitis Syndrome (AES) and Plastic Waste Management (PWM)
Theme:	Health Nutrition and Sanitation
Level:	State Level
Duration of Assignment	Full Time for one year

1. Background of the Project:

JEEViKA –Bihar Rural Livelihoods Promotion Society (BRLPS) is an autonomous body under the rural development department, GoB has been designated as State Rural Livelihood Mission under overall framework of NRLM to scale up the model of poverty elevation through different intervention. JEEViKA focuses on socio economic development of rural households through the formation of three tier structure of community based organization of women (SHG,VO,CLF) besides this activity based producer collectives are also being formed. While the primary focus of the Jeevika project was to enhance livelihoods of rural poor households in the state as part of the Government’s poverty reduction strategy, the project consciously taken up Health Nutrition and sanitation interventions for achieving improved health, nutrition and sanitation behaviours among rural HHs to contribute overall livelihood goals.

2. Objective of the Project:

AES, an umbrella of different types of brain fever: Locally known as *Chamki Bukhaar*, AES is syndrome of different types of Encephalopathy or fatal brain fever affecting mostly children in different parts of the country including Bihar. Reported in different parts of the country like Uttar Pradesh, Tamil Nadu and Assam, the syndrome has affected Eastern Uttar Pradesh from the year 1978 till present time. The hazard has gradually spread its tentacles in Bihar as well. In the context of Bihar, it occurs within an identified timeline with June always being the worst month. From a layperson’s point of view, the signs and symptoms of AES include headache, vomiting, convulsion/ seizures, and complications include memory loss, coma, physical and mental disability and even death. Experiences show that the patients may or may not have fever . In order to make timely execution of short term/long term interventions in identified blocks of Muzaffarpur district and provide support to state Health & Nutrition theme regarding proper planning and monitoring in project areas, there is need to hire a Consultant AES.

PWM : The lack of awareness and absence of effective tools to collect back the discarded plastic products including the wrapping material has led to the indiscriminate littering and disposal of plastic waste, Most of times, post-consumer waste either messed all around or is disposed of by land filling. It causes reduction in soil fertility, emission of toxic gases, pollution of ground water due to leaching of chemicals from these waste products. Plastic in different forms is found to be in solid waste, which is toxic in nature. It is a common sight in both urban

and rural areas to find empty plastic bags and other type of plastic packing material littering the roads as well as drains. Due to its non-biodegradability it creates stagnation of water and associated hygiene problems. In order to contain this problem experiments have been carried out whether this waste plastic can be reused productively in the construction of roads. The experimentation at several institutes indicated that the waste plastic, when added to hot aggregate will form a fine coat of plastic over the aggregate and such aggregate, when mixed with the binder is found to give higher strength, higher resistance to water and better performance over a period of time. Therefore, it is best to use waste plastic in the construction of Roads.

So, with an objective to reuse & recycle the plastic waste generated from rural areas an initiative for plastic management plant will be set up and awareness on reduce Plastic usage is to be carried out. The plastic waste items that can be used for road construction are various items like plastic carry bags, plastic cups, plastic packaging for potato chips, biscuits, chocolates, etc.

3. Scope of work:

S/he will be responsible for overall functioning of following scope of work as given below:

- a. To facilitate and ensure timely accomplishment of the schedule tasks of the said AES and PWM interventions.
- b. Capacity building of SRPs/DRPS, staffs and other cadres and CBOs members.
- c. Coordination with Social Welfare Department (ICDS) and Health department regarding convergence of program at CBOs level for AES and PWM program.
- d. To facilitate DPM, Mgr-H&N and other project staffs on field operation.
- e. Development and roll out of AES & PWM modules.
- f. Facilitate in developing a separate MIS for AES affected incidence tracking.
- g. Coordinate with districts for awareness program on AES as well as PWM.
- h. Increase access, usage and proper disposal of sanitary pad among SHG members HHs.

4. Project Area:

1. The project areas for AES are affected districts of Bihar.
2. The project areas for PWM will be in any 1-2 identified districts of Bihar.

5. Period of Consultancy:

The consultant will have to give full time service to the organization. The period of consultancy will be of one year. Extension of contract period may be considered on basis of the need of the organization and performance of the consultant.

6. Deliverables: Following deliverables has to assign to the consultant:

- a. **Resource pool development at state and district level**
 - Identification of experienced project staffs/cadres (AC/CC/MRP-HNS/CM) from AES prone districts for ToT
 - Coordinate for ToT of project staffs on AES and PWM with support of trained SRP/DRPs
- b. **Cadre training**
 - Ensure training of all existing HNS-Master Resource Person (MRP) of all AES affected blocks on AES modules.
 - Ensure training of all Community Resource Persons (CRP) on AES modules in AES prone areas.

- Conduct CRP drives in identified AES prone areas.
- Ensure training of all Community Mobiliser (CM) on AES modules.
- Ensure training of all concerned staffs, cadres and CBO members on PWM.

c. Co-ordination with other line department for convergence

- Liaison with District Administration, Health department and Social welfare department (ICDS) for rollout of AES modules developed by JEEViKA.
- Coordinate the convergence meeting at state level of relevant departments for system strengthening activities in the program for AES as well as PWM.
- Coordinate with other development partners to make mobilization of the CBOs members.

7.Key Qualifications and experience of the consultant

Designation	Qualification	Experience
Consultant- AES & PWM	PG degree in Rural Development/Social Work/ Master degree any discipline from reputed institution with at least 6 years full time post qualification working experience with women groups, maternal and child nutrition and understanding of different kinds of programs related to health and nutrition. Degree/Diploma/Certificate course in Plastic Waste Management is desirable.	<ul style="list-style-type: none"> • Proven record in setting up programs/projects with CBO's • Demonstrable technical writing and analytical skills. • Working experience of BRLPS, NHM, ICDS will be an added advantage. • Computer related technical skill is desirable. • Any further qualification pertaining to health and nutrition/population studies/community nutrition will be added advantage. • Have developed any proposal on establishment of shredding unit for plastic waste. • Preference will be given to the candidates having SRLM's experience.

8. Ownership:

BRLPS, being the funding agency, shall be the owner of the assignment outputs. The consultant will have no right or claim to the assignment or its output once completed. Any report /research output /process documents produced as a part of this assignment will deemed to be the property of BRLPS and the consultant will not have any claim and will not use to reproduce the contents of the above documents without the written consent of BRLPS.

9.Arbitration:

Disputes shall be settled by arbitration in accordance with the following provisions:

Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/ arbitration in accordance with Arbitration & Conciliation Act, 1996.

Miscellaneous; In any arbitration proceeding hereunder:

- (a) Proceedings shall, unless otherwise agreed by the Parties, be held in Patna, Bihar, (India)
- (b) The English language shall be the official language for all purposes.

10. Selection Process:

An advertisement will be published in the newspapers inviting Expression of Interest (EoI) for the above mentioned assignment and to submission of CV accordingly. Based on the mentioned eligibility criteria and relevant experience, the CVs will be scrutinised on basis of set criteria and the shortlisted candidates will be invited for Personal Interview and the candidate found most suitable would be hired for the consultancy.

11. Payment Process:

Each month assignment will be prepared and approved by SPM-HNS. Monthly payment will be made after the submission of monthly required attendance alongwith task performed against assigned task each month. SPM HNS will approve absentee along with duly work done report and recommend for payment.

Consultancy fee will be as per BRLPS consultant policy for one year during which s/he will render his/her assigned services. Payment of consultancy will be paid after making all statutory deduction from SPMU level. The consultant will be provided four wheeler vehicle from the project for field visit against tour plan and vehicle approved by SPM-HNS.

12. Reviews and Reports:

- a) Reviews: The State Consultant will prepare one month prior activity plan based on the above mentioned deliverables duly approved by SPM-HNS. The SPM-HNS will approve the assigned daywise tasks every month and also approved tour and vehicle for field visit of the consultant. The **Consultant -AES & PWM** will have regular review meetings with the SPM-HNS and update his/her monthly plan and work done status and make new changes with due approval of SPM-HNS if any.
- b) Reports: State Consultant will submit monthly attendance and work done reports to SPM-HNS.

