

**Terms of Reference (TOR) for
"Best practice documentations on community based water option management"**

Introduction and Background:

The Department of Public Health Engineering (DPHE) is the national lead agency for provision of drinking water supply, sanitation hygiene promotion including and waste management in the country excepting Dhaka, Narayanganj, Chittagong, Khulna and Rajshahi cities where WASAs operate. In 2001 safe drinking water coverage dropped to 74% from 97% because of Arsenic contamination in groundwater (Annual Report 2010-2011, LGD. LGRD). Low river flows and increased evapotranspiration in dry period will substantially reduce the amount of available fresh water. In the coastal zone there is an additional effect of saline water intrusion in to the estuaries and into the groundwater as a result of low river flow, sea level rise and local over-extraction. Reduced availability of fresh water will become a serious constraint as that will further be aggravated by growing demand due to population growth, economic development and climate change. Developing alternative options for safe water supply is a priority to address the impact of climate change as well as to ensure continuous supply of clean drinking water. Intensive research and design for alternative options for the community and mainstreaming them in the policy will help to reduce the community risk. Ministry of Disaster Management and Relief has taken initiatives through Comprehensive Disaster Management Programme (CDMP) with the assistance of UNDP to strengthen and integration of disaster risk reduction and climate change adaptation into the programmes, projects and policies through, pilot initiatives, capacity building and policy advocacy. DPHE is one of the implementer of this CDMP II.

DPHE is installing various community based drinking water supply options to make easy access to safe drinking water. But it is very difficult to DPHE's mechanics to monitor every community based drinking water supply options after installation. So it is necessary to develop a best practice documentation system by which time to time report can be prepared with the involvement of the beneficiary community and can be used by DPHE.

Objective of the Consultant.

The objective of the consultant is to find out the best practice documentation on community based water option management.

Scope of work of the Consultant.

The specific activities to be undertaken by the consultant include but not limited to:

- Exclusive Field visit.
- Identify the information needs by various wings of DPHE about the planning, design and implementation of community based water supply pertaining to DRR & CCA its subsequence significance.
- Consultant has to take the acceptance from the PD about the format of documentation whether the information included is sufficient or not.
- Develop best practice documentation format and system on community based water option management. This documentation should be substantially informative incorporating all aspects of DRR and CCA which can be used by DPHE and should be user friendly to the community.
- The consultant will assist the Field monitoring and documentation officer by providing the documentation process approaches and guideline. He has to take necessary information form the Field Monitoring and Documentation officer to prepare the documentation process.
- Share the knowledge/findings with Project Director, Documentation and Monitoring officer and other staffs during study.
- Present the draft final report in a meeting/workshop.

Qualification and Experiences of key Consultant :

- Post graduation or equivalent qualification degree in Civil/Environmental/Water Resource/ Sanitary Engineering
- At least 5 years experience in documentation with PHE/PHP with NGOs or Government project.
- Sector experience in WASH (water /sanitation/hygiene), disaster risk reduction and emergency response.
- Preference will be given for having experience of similar research in Water Sector.

Duration of the Assignment:

The duration of the assignment will be for 6 months.

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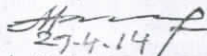
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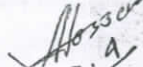
Deliverables:

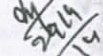
- Inception Report within 15 days of signing contract-5 copies.
- Monthly Report within first week of the next month-3 copies.
- Draft Final Report at the end of the 5th month- 5 copies
- Final Report- 10 copies.

Mode of payment:

- Payment will be given in cash.
- 30% of payment will be given within 15 days after acceptance of Inception Report.
- 30% of payment will be given within 15 days after acceptance of 3rd Monthly Report.
- Rest 40% of Payment will be given within 15 days after acceptance of Final Report.


27-4-14
(Md. Abdul Mornaf)
Executive Engineer
DPHE, Store Division, Dhaka


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