

TERMS OF REFERENCE

TECHNICAL CONSULTANTS FOR KAP SURVEY IN THAI BINH

I. INTRODUCTION

In Thai Binh, the first HIV case was detected in 1996 but at the end of March 2008, the cumulative number is 2,730 on that 981 are full-blown of AIDS and 730 died by AIDS. Total of IDUs (Injecting Drug Users) is about 3,700 and discovered sex workers is over 250 (estimated by local authority only, no available correct data)

In Tien Hai, the first HIV cases were detected in 1998. To 31 December 2007 the cumulative number of PLWHA is 142, on that 31 full-blown of AIDS and 27 died by AIDS. Cases are increasing continuously

According to the report of Tien Hai District Preventive Medicine, to end of December 2007, there was 17,649 people on total of 219,070 habitants are working as migrant workers. In the total 17,946 of migrant labors, cumulated number of 998 migrant-workers had been VTC for HIV test. On that cumulated 142 was detected with HIV positive. As recorded from Thai Binh Provincial Preventive Medicine Centre, almost of them were men (120/142)

So, with needs raised by people in Tien Hai, the project “HIV/AIDS/STIs PREVENTION AND REPRODUCTIVE HEALTH FOCUSING COMMUNITY AND MIGRANT WORKERS In 6 communes of Tien Hai District, Thai Binh Province” by VICOMC with the objectives i) Improve KAP of target population on HIV/AIDS/STI prevention and RH by BCC for people at village level; ii) Support people who are infected (PLWHs) and affected (children and wife of migrant labor) by HIV/AIDS to access health and social supports.; iii) Capacity building for health workers and social workers at communal, district and provincial levels, who are key-trainers to conduct IEC activities and BCC program for villagers (women and men, children and adult, migrant workers and in-village laborers).iv) Advocate HIV/AIDS workplace prevention in all stakeholders of district and commune levels. The project was started 1 Jan 2009. KAP survey is one of the first activities in the field. VICOMC is looking for qualified national consultants for the KAP survey as follows:

II. CONSULTATION OBJECTIVES

This technical consultation aims to be a leader of KAP survey in the project sites concerning HIV/AIDS and migrant. The consultancy objectives, therefore, will be:

1. To advise VICOMC on necessary technical preparations for the success of the KAP survey.
2. To lead a survey team that consist of VICOMC staff, Thai Binh/Tien Hai Partners in carrying out the KAP in the field
3. To write KAP report in both English and Vietnamese..

The consultant responsibilities is to

1. complete the KAP questionnaire (design the questionnaire, have it pre-tested if need and make the final version); and chose relevant survey sampling method as well as decide the procedures related to data collection in the field including supervising field work; (including deeply interview)
2. conduct a technical training to investigators;
3. decide on measures to ensure the validity and reliability of data processed;
4. decide on the reporting content and the format.

III. QUALIFICATION

This is a quantitative based line survey in making the later comparison for any possible changes in targeted commune HIV/STI prevention and migrant labour in preventing expose of new HIV positive case of potential migrant labor that are brought in by this project after its two and a half year implementation, two one technical consultants will be invited in this survey. This consultant should:

- have excellent background on epidemiological study in general and have understanding on HIV and migrant
- have excellent practical experiences in designing, conducting and finalizing a survey;
- have good communication and interpersonal skills
- have good command of English writing.

IV. PROPOSED TIME DURATION OF THE CONSULTANCY

<u>Place</u>	<u>Work</u>	<u>Day(s)/ consultant</u>
Hanoi/ VICOMC	Reviewing the first draft of questionnaire prepared by VICOMC, design the plan of survey with discussion with VICOMC (working in team) <i>Pre-test of the questionnaire will be conducted by VICOMC</i>	1 days
Thai Binh	Leader the survey in Thai Binh targeted (<i>data collection in the field will be by VICOMC and its supporters</i>)	5 days
Hanoi/ VICOMC	Read the survey data that process by VICOMC and its supporters for writing first draft of report in English	5 days
Ha noi	Final review of the KAP report in English	1 days
Ha noi	KAP report in Vietnamese	3 days
Ha noi or Thai Binh	Participating and presenting in the meeting	1 day
TOTAL OF WORKING DAYS		17 DAYS

VI. THE CONSULTANCY REPORT

The consultant will prepare a report to VICOMC for its donors. This report should be complete and sent to VICOMC no later than two weeks after KAP data being contributed by VICOMC for consultant. Number of pages of the report is not over 30 pages (including annex). The proposed reporting format is:

1. *Executive summary*
2. *Objective of KAP*
3. *Results*
4. *Conclusion*
5. *Recommendations*
6. *Annex*

This report will be prepared in English and Vietnamese font Times New Roman with size 13 and single row-distance.

VIII. THE CONSULTANT FEE

The total paid-working days will be calculated on the basis of:

- ❖ The actual number of working days in the field, plus
- ❖ the number of days spent in preparing documents/materials associated with this consultancy work and for writing the report.

The actual rate per day is agreed upon by VICOMC and the consultants.

Interested candidates are invited to send their application in English, including CV, copy of university certificate and two references to VICOMC 19 Trung Tam Thuong mai Dinh Cong Hanoi or email to dr_luudinhhung@yahoo.com by 25 March 2009 for starting ASAP. Only short listed candidates will be notified