

Scope of Work

Short-term Consultant – Solid Waste Advisor

Project Name:	Clean Cities, Blue Ocean
Task Order No.:	AID-OAA-I-14-00059/ 7200AA19F00016
Consultant Name:	TBD
Consultant Title:	Solid Waste Advisor

1.0 Background

On August 28, 2019, Tetra Tech was awarded the Clean Cities, Blue Ocean (CCBO) program, a five-year, \$48 million contract from the USAID Bureau of Economic Growth, Education, and Environment. CCBO is the Agency's flagship program to respond to the global crisis of marine plastic pollution, designed to focus on marine plastics pollution directly at its source in cities and towns, specifically in rapidly urbanizing areas throughout many low- and middle-income countries. Under direction from USAID, and in collaboration with global, regional, and local stakeholders, CCBO will test, scale, and share inclusive and sustainable reduce, reuse, recycle (3R) and solid waste management (SWM) solutions in focal countries and selected cities.

CCBO is the Agency's flagship program to respond to the global crisis of marine plastic pollution. The program was awarded to Tetra Tech and its team in August 2019. CCBO has four objectives: Objective 1: Promote reduce, reuse, recycle (3Rs) and strengthen local and regional markets for recycled plastics; Objective 2: Build social and behavior change (SBC) for 3Rs and sustainable solid waste management (SWM); Objective 3: Increase capacity and effective governance of SWM and recycling systems; and Objective; 4: Support international fora, public-private partnerships, and multi-stakeholder alliances.

Vietnam is one of the seven countries participating in CCBO program which is implemented in four cities, including Hue, Da Nang, Bien Hoa, and Phu Quoc. In each city, CCBO has conducted Solid Waste Capacity Index for Local governments (SCIL) and baseline assessments to identify the city's capacity gaps and needs for interventions to improve SWM through grants program and technical assistance. A Solid Waste consultant is needed to support CCBO Vietnam team to implement the grants and technical assistance on SWM and recycling in these engagement sites.

2.0 Objective/Purpose of the SOW

The objective of this assignment is to provide technical expertise related to solid waste management and coordination with local governments' functional departments and program partners in implementing CCBO grants and locally-led initiatives towards achieving CCBO's mission and targets of reducing solid waste leakage and ocean plastic pollution.

3.0 Scope of Work/Activities/Tasks

The Consultant is expected to perform the following tasks during the consultancy:

- Support CCBO initiatives and objectives through on the ground guidance and instructions on solid waste management/3R programs being implemented by grantees and/or strategic partners;
- Provide practical solid waste/3R technical guidance to other CCBO team members;
- Facilitate dialogue between CCBO and LGU's relative to developing, reviewing and/or implementing municipal SWM strategies and activities, including but not limited to: municipal SWM plan; SW infrastructure/facilities planning, operation and management improvement; collection route optimization, cost of service analysis; capacity building.

- Conduct related trainings on SWM/3R occupational skills to improve working capacity as well as conditions and safety standards for solid waste/3R employees;
- Work in cooperation with other local, regional and/or Washington DC-based CCBO team members on multiple program objectives, including but not limited to: governance, capacity building, social behavior change, gender equality and/or private sector engagement;
- Assist in the production of contract deliverable work planning and reporting requirements, i.e., Quarterly, Annual, and Final reports;
- Represent the CCBO program, relative to program implementation and operational progress, with grantees and program partners at a local and/or regional level as required;
- Respond to CCBO Washington DC and USAID requests for program information updates;
- Deliver bi-weekly progress updates to CCBO Country Director and other members of CCBO Washington DC leadership.

4.0 Deliverables, Level of Effort and Due Dates

No.	Deliverables	LOE (day)	Due date
1	Written inputs/comments on grantees' initiatives and technical reports	35	April 30, 2024
2	Meetings/technical guidance to other CCBO team members	24	April 30, 2024
3	Trainings on SWM/3R occupational skills	15	June 30, 2023
4	Technical Assistance on waste collection route optimization	20	November 30, 2023
5.	Technical Assistance on SWM facilities (transfer station, landfill) in the engagement sites	40	April 30, 2024
6.	Inputs to progress report as required	6	April 30, 2024
	Total	140	

5.0 Schedule

The assignment is planned to start on or about May 1, 2023, and be completed by April 30, 2024

- Working days: up to 140 days
- Working station: Ha Noi and CCBO engagement sites in Hue, Da Nang, Phu Quoc and Bien Hoa

6.0 Technical Coordination

The SW Advisor will report to the Country Director and Solid Waste Specialist of CCBO Vietnam, who will coordinate this SOW and approve consultant deliverables prior to full payment.

7.0 Minimum Qualifications

The SW Consultant should possess the following to ensure the quality of outputs and effective delivery of services and should be committed to delivering excellent and timely results:

- **Education:** Master's degree in environmental engineering, environmental management or related major.
- **Experience:**
 - At least 8-10 years proven working experience in implementing projects and action plans related to solid waste and 3Rs;

- Experience in designing, constructing, operating and/or managing SW facilities;
 - Experience developing and implementing solid waste and 3R strategies with international development programs, local governments, non-governmental organizations, or the private sector;
 - Excellent understanding of safety and environmental health issues and standards as applied to the solid waste and recycling industry in developing economies;
 - Excellent public speaking and communication skills with experience coordinating with local government partners.
- **Languages:** Advanced proficiency in speaking and writing in English
 - **Citizenship:** Vietnamese