

TERMS OF REFERENCE
Consultant for Anticipatory Action simulation
Project: Anticipatory Action

1. BACKGROUND

Catholic Relief Services (CRS) has been operating in Vietnam since 1994. In partnership with government, social organizations and communities, CRS implements programs in 12 provinces/cities in Vietnam. The Vietnam Program has a diverse funding base in the sectors of Emergency, Disaster Risk Reduction (DRR) and Climate Change Adaptation; Disabilities; Mine Risk Education and Landmine Survivors' Assistance.

In collaboration with local partner, we are implementing the Anticipatory Action (AA) project aiming to build the resilience of vulnerable communities in Central Vietnam which will support communities to reduce and mitigate flood and typhoon disaster impacts through AA before a disaster occurs.

In order to provide opportunities for government authorities and communities look into the implementation of AA from the day the target commune receives the trigger until before the impact occurs, CRS would like to recruit a consultant, together with CRS staff and our implementing partner, to develop the AA simulation scenario and facilitate the AA simulation in the field.

2. OBJECTIVES

- To validate the AA Protocol and its assumptions.
- To test the coordination mechanisms of internal and external stakeholders with a role in the AA Protocol and Identify possible challenges in coordination among stakeholders involved.
- To test the feasibility, viability and timeliness of the anticipatory actions
- To gain insights for refining the Anticipatory Action Protocol which will allow all those involved to better understand their roles and responsibilities in the event of an activation.

3. CONSULTANT TASKS AND RESPONSIBILITIES

The consultants will take active role to conduct the assignment with support from CRS Vietnam. Specifically, the consultants will be responsible for the following tasks:

- Develop the AA simulation guideline including scenario for 2 major phases – Readiness phase and Anticipatory Action phase in the target area.
- Facilitating the AA simulation exercise in the target area with CRS staff and implementing partners
- Developing the AA simulation exercise report
- Finalizing the AA simulation guideline based on the insight gained from the AA simulation exercise

The task will commence in August 2024 and will be completed by fourth week of September 2024. The tentative time frame is as follows:

| Activity | Date Range | No. of day | Responsibility | Location |
|---|--------------------------------|-------------------|-------------------------|-----------------|
| Review project documents, and other necessary information on AA Protocol | August 2024 | 1 | Consultant | Hanoi |
| Develop the AA simulation guideline including scenario for 2 major phases | August 2024 | 5 | Consultant | Hanoi |
| Facilitate the AA simulation exercise in the target area with CRS staff and implementing partners | August – September 2024 | 2 | Consultant CRS staff | Project area |
| Develop the AA simulation exercise report | 2 nd week of August | 2 | Consultant | Hanoi |
| Finalize the AA simulation guideline based on the insight gained from the AA simulation exercise | 2 nd week of August | 2 | Consultant | Hanoi |
| Total | | 12 days | | |

3.1 Deliverables

The consultants will work primarily with the CRS Vietnam DRR & CCA PM 2, who will lead on overseeing the work and supporting the consultant as needed. The Consultant will submit to CRS:

- Finalized AA simulation guideline
- AA simulation exercise report

4. CONSULTANT QUALIFICATIONS:

The consultant should have the following skills set:

- Having a bachelor’s degree in the fields of irrigation, DRM, dyke management, water resource management, hydrometeorology, sociology, development, economics, agriculture and rural development;
- Having 8 years of experience in natural disaster prevention and control in Viet Nam;
- Having extensive experience in anticipatory action/ forecast-based early action/ forecast-based financing in Viet Nam, especially conducting AA simulation/drill.
- Excellent analytical and writing skills.
- Have sound knowledge of cash and market as well as protection
- Understanding government DRR policies, programs and guidelines related to AA and CBDRM
- Have process management skills and facilitation skills.

5. APPLICATION:

The application submissions should be sent by 11th August 2024 to Catholic Relief Services via email: hanh.pham@crs.org

Applications should include expression of interest:

- CVs demonstrating relevant capacity and experience.
- Relevant qualifications