



Terms of Reference

Consultancy Assignment for

Review of Community based Disaster Risk Management process in the Urban Context of Vietnam implemented in the 'Building Resilience to natural hazards in Central Vietnam' project

Background of the project:

The Consortium partners represented by American Red Cross, Vietnam Red Cross, Plan International Vietnam, Save the Children, Catholic Relief Services and HelpAge International in Vietnam has the largest collective experience in implementing Community based Disaster Risk Management since October 2015 with support from Bureau for Humanitarian Assistance (BHA) (known formerly as USAID/OFDA) which is line with the Government of Vietnam's [Decision 1002/QD-TTg of 2009](#) which focuses on improvement of community awareness and community-based management of natural disaster risks.

The Goal of the project is to increase resilience of vulnerable communities to prepare for and mitigate impact from disasters by delivering an integrated package of programs to strengthen the regulatory environment, local leadership capacity and household engagement in disaster risk reduction activities. The project was implemented from October 2015 and will continue until September 2021 in a total of 72 communities of four central provinces of Vietnam including Quang Nam, Quang Ngai, Quang Tri and Ha Tinh. The project focused on a CBDRM standard package of services in target communities (in rural and urban areas) includes:

- Community based disaster risk management (CBDRM) in urban and rural areas.
- Integration of disaster risk reduction measures into local Socio-economic Development Plan.
- Improvement of Early Warning Systems.
- Capacity building on Disaster Resilient Shelter.
- Implementation of prioritized activities identified in NDPC Plans to reduce/mitigate disaster risks.
- Implementation of safe school initiatives to build safer schools.

To improve the country's disaster management systems and increase community resilience, the Government of Vietnam (GoVN) has enacted a number of legislation and policy guidelines on DRR over the years such as [Decision 1002/QD-TTg of 2009](#), [National Strategy for Natural Disaster Prevention, Response and Mitigation - 2020](#), as well as signatory to the Sendai Framework on DRR. The CBDRM Program (Decision 1002) which focuses on community awareness raising and Community based Disaster Risk Management, it is considered one of the most important long-term programs in Vietnam addressing emerging needs to prepare for natural disasters. Also, in 2012, the

Ministry of Agriculture and Rural Development (MARD) with the United Nations Development Program (UNDP) developed training materials on Disaster Risk Reduction and Climate Change. In this document, it details out the key steps for Community based Disaster Risk Management (CBDRM) which are as follows:

- Step 1: Orientation and induction of provincial, district and commune level stakeholders to a community-based disaster risk management approach
- Step 2: Local level planning and preparation for implementation of community-based disaster risk management
- Step 3: Community based disaster risk assessment and identification of disaster risk reduction actions
- Step 4: Community based disaster risk management planning
- Step 5: Implementation of the community DRM plan
- Step 6: Participatory monitoring and evaluation

Given this length of engagement on CBDRM of the Consortium, it is strategically placed to understand how their implementation has added value to the country's CBDRM process. A study is planned to identify and understand the changes and the levels of influence the interventions have made evidenced by good practices and lessons learned.

Objective of the study: To review the Community based Disaster Risk Management (CBDRM) process in the Urban Context of Vietnam in the 'Building Resilience to natural hazards in Central Vietnam' project and to identify good practices for advocacy purposes.

Location: Vietnam – 10 urban project communities in the provinces of Quang Nam, Quang Ngai, Ha Tinh, and Quang Tri

Duration: 15th July 2021 – 31st August 2021

Learning Questions:

Based on the identified need for a context-specific understanding how the CBDRM process has been influenced, this study proposes to examine the following questions:

1. What has been the changes in the CBDRM process for the urban context as applied by the Consortium? What has been the benefits and challenges in applying these changes?
2. What have been the good practices and limitations in adapting CBDRM program to the urban context?
3. What are the existing policy and programs opportunities (government and non-government) which can be influenced through these good practices?
4. What are the recommendations for advocating for those identified policies and programs in the future

Methodology:

The information to be gathered should include, among others, the following key information (tools and interview forms will be developed in close coordination with Consortium Partners/American Red Cross):

- Review of secondary information/literature such as project reports, project review reports, annual reports etc
- Interviews with Consortium partners and their implementing partners
- Interviews with government representatives at the sub-national (relevant to project locations) and national level
- Focused Group Discussions with relevant groups at the commune level such as Red Cross, Technical Support Groups, SEDP task force groups...
- Analysis of related government policies or plans at the sub-national or national level influence by the Consortium.

Outputs/Deliverables:

The consultant/s will be expected to produce the following:

- Inception report
- Final report which would have (but not limited to)
 - Good practices and case studies
 - Analysis of any policy or program changes influenced by the project.
 - Recommendations to the improvement of this model
 - Recommendations and opportunities for replication of this model
- A briefing paper (about 4 pages)

Duration: (Timeframe: TBD)

Estimated consultant working day no exceed to 32 days, consultant can propose a different number based on the agreed methods with AmCross:

Activity	# days
1. Initial briefing between consultant and Red Cross team	1
2. Inception report preparation and finalization	5
3. Desk review (Project reports, technical guidance...)	5
4. Data collection at national level (Consortium partners, government partners, and other relevant national stakeholders)	5
5. Field data collection (KII, FGD,...)	10
6. Information analysis and final report development	5
7. Develop the briefing paper	1
Total	32 days

Required profile of consultant/s:

- Extensive knowledge and working experience of DRR, CBDRM processes.
- Extensive knowledge and working experience of relevant Government disaster management policies, plans and programs.

- Experience in a similar research capacity, and in synthesis and preparation of strategic information for decision-makers.
- Excellent written, verbal, organizational, analytical and interpersonal skills.
- Fluency in written and spoken English.
- Proven ability in conducting and producing high quality studies.
- Skills in writing reports and reviews, delivering presentations and defending recommendations.
- Facilitation skills and ability to conduct effective focused group discussion among different stakeholders.
- Ability to organize workshops among different sectors of stakeholders (civil society, government etc).

How to apply

Interested applicants should send CVs, proposed plan and daily rate to email amcrossvn@amcross.org.vn with title: Consultancy service for review of the CBDRM Process in Urban context of Vietnam_name

Deadlines for submission

Interested candidates are encouraged to submit the application **no later than 17.00 PM, 5 Jul 2021**.

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