



**CONSULTANCY SERVICES  
INDIVIDUAL CONSULTANT**

**AFRICA CDC REGIONAL INVESTMENT FINANCING PROJECT**

**Terms of Reference**

**ASSIGNMENT TITLE: MAPPING MAJOR THREATS AND HAZARDS ON THE  
CONTINENT AS INPUTS FOR DEVELOPMENT OF AN ATLAS**

**REF. No.: ET-AUC-244464-CS-INDV**

The African Union has received financing from the World Bank for the "Africa CDC Regional Investment Financing Project (ACDCP)

**Development Objective of the Project (P167916):** The Project Development Objective is to support Africa CDC to strengthen continental and regional infectious disease detection and response systems.

**1. Background**

The Africa Centres for Disease Control and Prevention (Africa CDC) is a specialized technical institution of the African Union that support Member States in their efforts to strengthen their health systems. Africa CDC was officially launched in Addis Ababa, Ethiopia, on January 31, 2017 as the Africa's first continent-wide public health agency and envisions a safer, healthier, integrated and stronger Africa, where Member States are capable of effectively responding to outbreaks of infectious diseases and other public health threats. The agency mission is to strengthen Africa's public health institutions' capabilities and capacity to detect and respond quickly and effectively to disease outbreaks and other health burdens through an integrated network of continent-wide preparedness and response, surveillance, laboratory, and research programs.

Towards meeting its mission, the Africa CDC works with African Union Member States, World Health Organization (WHO) and partners in the five geographic sub-regions of Africa to strengthen their capacity in five strategic priority areas:

- 1) Surveillance and disease intelligence;
- 2) Emergency preparedness and response;
- 3) Laboratory systems and networks;
- 4) Information and technology systems; and
- 5) Institutes and research.

The Africa CDC Emergency Preparedness and Response Division is mandated to support member states in emergency preparedness relating to IHR-2005 core capacity strengthening, to respond to public health emergency timely and effectively. Hence it's responsible for capacity building of member states on risk assessment and hazard mapping, planning to prepare for and detect early and respond rapidly for any public health events across different administrative levels.

## **2. Objective of the Assignment**

As such, Africa CDC is in a process of developing a continental multi-hazard and multi-sectoral emergency preparedness plan (MHMSEPRP) which will serve as guidance document for African Union Member States to develop their emergency preparedness and response plans. As a first step towards this exercise, an initial Technical Working Group (TWG) has been established internally with the aim of identifying potential threats and hazards, assessing risk and mapping major threats and hazards on the continent. This will be followed by the development of a continental multi-hazard and multi-sectoral emergency preparedness plan.

The overall objective of this call for consultancy is realization of successful implementation of the TWG activities in regard to threats and hazards on the continent. The output of this consultancy will be an input to the subsequent development of a continental multi-hazard, multi-sectoral emergency preparedness and response plan for Africa CDC.

## **3. Scope of Work**

The individual consultant is expected to undertake the following:

- a) Conduct desk-review and compile report on threats, hazards and risks across the continent and sub-continent for development of a continental threat and hazard profiling and risk mapping;
- b) Organize TWG and consultative meetings for continental hazards identification and risk assessment and profiling
  - Set up and share meetings invite with all TWG members
  - Facilitate all TWG meetings and share reports and minutes with TWG members
  - Project Implementation and monitoring strategy
  - Project Communication and reporting strategy
  - Identify and contact Africa CDC keys Partners, national, international, regional institutions, governmental organizations and entities, Member States and Regional Collaborative Centres to be integral part of the development of the continental hazards identification and risk assessment during consultative meetings;
- c) Identify priority threats and hazards in all African Union Member States, sub-regions and continent

- Compile desk-review reports as well as TWG and consultative meeting reports
  - Set prioritization matrix for hazards and threats identified ( risk matrix)
  - Generate hazard and risk profiling maps for the sub-regions and continent
- d) Generate a manuscript on the process of hazards identification and risks assessment to document lessons learned and share to African Union Member States.

#### **4. Deliverables**

The above tasks are summarized into main deliverables shown below:

- a) Detailed desk-review report on threats and hazards identification and risk assessment
- b) Detailed TWG and consultative meetings reports
- c) Development of risk matrix for hazards and threats identified
- d) Synthesize a manuscript on the process of threats and hazards identification and risks assessment to document lessons learned.

#### **5. Required Qualification and Experience**

The consultant should be well qualified with experience in public health or humanitarian emergencies in Africa, preferably internationally. Specifically, the Consultant will be expected to have the following minimum educational and work experience criteria:

##### **1. Public Health expert**

##### **a) Education**

- A Master's degree in Public Health, Field epidemiology or a related field from an accredited academic institution
- OR
- Advanced degree in risk and disaster management

##### **b) Experience (10+ years) in:**

- Managing/coordinating projects on disaster risk management
- Management of Public Health Emergency and disasters response programs
- Development of disaster risk profiles and risk management guidelines, frameworks and /or other related working documents

#### **6. Language Requirement:**

Applicants must be proficient in both English and French languages. Knowledge of more or several other African Union working languages (English, French, Arabic or Portuguese) would be an added advantage.

#### **7. Duration of the Assignment**

The duration of the assignment will be for six (06) months from the date of contract signature.

## 8. Consultancy Fee

Remuneration is payable upon deliverables. The budget allocated for this assignment is US\$ 48,000.00. This cost includes all consultant's fee and profit. Fees payable do not include costs associated with project related travels, coordination/organization of project related activities and events, stakeholder dialogues, consultations and workshops. These costs will be met by the AU.

Payment will be made as per the following manner:

#	Deliverables	% of Payment
1	Inception report for desk review including methodology for data collection and sources for literature review	15%
2	Detailed desk-review report which would include all the results of the research on threats and hazards in the continent	30%
3	A detailed consultative meeting report on continental THIRA (Threats and Hazards Identification and Risk Assessment) which would include risk assessment, risk prioritization and development of risk matrix for threats and hazards for the sub-regions and the continent. As a key input for the atlas development, Note that this report should follow a specific format proposed in our separate guidance document	40%
4	Synthesize a manuscript on the process of threats and Hazards identification and risk assessment which can document lessons learned for Africa CDC future planning and also guide African Union Member States in conducting the same exercise at country level	15%

## 9. Required Documentations

- a) Cover letter – Please also include statement why working with African CDC
- b) A detailed and updated curriculum vitae (CV), and indicating nationality, age and gender.
- c) Three (3) referees with good knowledge of the candidate's work, furnishing full contact details, telephone, fax and e-mail addresses.

## 10. Evaluation and Qualification Criteria

- a) General Education, Qualification and Relevant Training - 30 Points
- b) Experience, technical expertise – 70 Points

## **11. Reporting Content**

**Workshop/Meeting reports:** A template for these reports will be shared by Africa CDC to be completed after each workshop and key meetings

**Final Report:** The final report will include an executive summary of the study understandable to non-technical readers with annexes with all the technical details of achieved deliverables. Language: The reporting language for consultative meetings and reports will be in English.

**Number of report(s) copies:** All reports will be submitted in electronic version to the Head of Division of emergency preparedness and response, Africa CDC.

## **12. Services and Facilities to be provided by Africa CDC**

The individual consultant will be supervised by the Division of Emergency Preparedness and Response of Africa CDC for the purpose of delivering the above outputs within the agreed time frame. The work will require about 4 - 8 weeks on-site presence at Africa CDC Headquarters, Addis Ababa, Ethiopia and the remaining can be done virtually and/or remotely. This requirement is flexible with respect to AU physical distancing requirements for the pandemic (COVID-19) response effort. Africa CDC will cover the cost of travel including economy- class air tickets and other necessary expenses according to the AU rules and regulations.

Africa CDC will provide to the Consultant the following document and facility:

- a) The Africa CDC will identify and assign technical staff in implementation process.
- b) Africa CDC will provide the necessary documentation and information required for the assignment.
- c) Maintain regular follow-up of the activities done by the consultants, review and comment on the submitted deliverables and work done.
- d) Assist in organizing consultative meetings with Member States and other stakeholders
- e) Provision of office room and internet facility during visit to Africa CDC facilities.

## **13. Invitation**

The African Union Commission now invites eligible Individual Consultants (“Consultants”) to submit their CVs in providing the Services and required documents as listed in the ToR. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are listed in the ToR.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Selection method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours, Addis Ababa Time.

CVs must be delivered in a written form following the above shortlisting criteria to the emails below before 15:00 Hours Local Time on 3<sup>rd</sup> November 2021.

African Union Commission,  
Attn: Head of Procurement Travel and Store Division  
Building C, Room 327  
P.O.Box 3243, Roosevelt Street  
Addis Ababa, Ethiopia  
Tel: +251 (0) 11 551 7700 – Ext 4305  
Fax: +251 (0) 11 551 0442; +251 11-551-0430  
E-mails: [tender@africa-union.org](mailto:tender@africa-union.org); and  
[zemenia@africa-union.org](mailto:zemenia@africa-union.org)