

Terms of Reference

Emergency Preparedness & Response Trainings

Introduction:

Pakistan is one of the most disaster-prone and climate-change affected countries in the world. International observers expect Pakistan to be further adversely affected by climate change and this phenomenon has triggered an increase of severe floods in Pakistan in the last decade, caused both by monsoons and glaciers melting.

The Government of Pakistan acknowledges the need for emergency preparedness and associated in-country disaster management capacity development rather than simply responding with post disaster relief. In view of this and in line with NDMA's mandate, Emergency Preparedness and Response (EPR) advocacy and trainings have been planned to enhance the effectiveness of the humanitarian system to prepare, mitigate and respond to disaster events.

As part of its agenda to increase national and provincial capacities in implementing a Disaster Risk Reduction approach in preparing and responding to disasters, as well as early recovery, NDMA intends to engage the services of a reputed Consultant/Firm for conducting 2 days workshops in three different provinces namely Balochistan, Punjab and Sindh in May/June 2021.

Objective of the training:

- To train relevant Govt. depts, PDMA's, UNICEF and all relevant stakeholders on Emergency Preparedness and Response
- to strengthen national capacity to respond to large scale humanitarian emergencies;
- to improve capacity of Government departments and other departments for effective and efficient humanitarian response to meet their primary mandate and sector coordination responsibilities; and
- to improve interagency and inter-cluster mechanism to support the development of national preparedness and response capacities.
- to strengthen the linkages between humanitarian and development work whereby, for example, humanitarian action can address the underlying risk factors, avoid creating new risk and set the stage to build back safer and better.

Scope of Work:

The training will be a flexible, participatory-style workshop tailor-made to support Government organizations and their partners to consider how the risks associated with various shocks and stresses can affect the affected population, vulnerable groups, and their communities. Trainings will be held in Karachi, Lahore, and Quetta. Needless to say all the planning will be done in close consultation with NDMA team. The TORs are as follows:

1. Conduct two days trainings in the above-mentioned cities with participants from adjacent districts as well.
2. Develop a detailed schedule with clear timelines.
3. Develop workshop agenda and schedule in close consultation with NDMA, including dates and venues, as well as materials for trainings.

4. Development/contextualization of the existing DRR documents (NDMA endorsed materials) and training modules.
5. Conduct/facilitate/plan training sessions in close consultation with NDMA team.
6. Provide on ground rapporteur for the proceedings.
7. Develop a pre/post- training evaluation tool/form/checklist
8. Produce a detailed training report covering all aspects from participants, modules, outcomes, referral mechanisms, and key findings.
9. Produce conference folders
10. Provide high resolution photographic coverage for the entire workshop, training sessions, activities etc.

Duration of the Assignment

The consultancy is open to consultants/firms. Trainings will take place in May/June 2021.

Technical and financial proposals to be emailed by May 17, 2021 COB at fo.gcc@ndma.gov.pk